

2010 LANDSCAPING TOTAL

	TOTAL
BID AMOUNT	

THIS IS TO BE THE FIRST PAGE OF ENTIRE BID.

NOTICE TO BIDDERS
City of Carmel, Indiana

Department: Carmel Street Department
3400 W. 131st Street
Westfield, IN 46074

Project: 2010 - LANDSCAPING

Notice is hereby given that the Board of Public Works and Safety for the City of Carmel, Hamilton County, Indiana, will receive sealed bids, during regular business hours, up to, but not later than 10:00 A.M., Wednesday, February 17th, 2010.

All bids and proposals shall be properly and completely executed on the proposal forms provided with the plans and specifications, and shall include the non-collusion affidavit required by the State of Indiana. The bid envelope must be sealed and have the following words only written in ink on the outside of the envelope:

Bid: 2010 - Landscaping

The project consists of, but is not necessarily limited to, the weekly care and maintenance for landscaped areas of roundabouts and medians.

Project manuals may be obtained from the Carmel Street Department, 3400 W. 131st Street, Westfield, IN 46074.

A **pre-bid conference** to discuss the Project, the bidding requirements and other important and related matters will be held on Tuesday, February 9th, 2010 at 10:30 a.m. at Carmel Street Department, 3400 W. 131st Street, Westfield, IN 46074. All prospective bidders are encouraged to attend the pre-bid conference. The pre-bid conference is not mandatory.

General Form No. 96 must be completed and filed as a part of the bid package. All bids are to be sealed with the word "**BID – 2010 LANDSCAPING**" on the lower left hand corner of the envelope. Bids will be opened and read aloud at 10:00 a.m. on February 17th, 2010 at the Board of Public Works and Safety meeting on the 2nd floor of Carmel City Hall, One Civic Square, Carmel, IN. All persons interested in bidding shall register a contact name and address with the Street Department to ensure that all changes or questions and answers are available for review by all interested parties.

No bidder may withdraw any bid or proposal within a period of thirty (30) days following the date set for receiving bids or proposals. The Carmel Board of Public Works and Safety reserves the right to hold any or all bids and proposals for a period of not more than thirty (30) days, such bids and proposals to remain in full force and effect during said time period. The City of Carmel reserves the right to reject and/or cancel any and all bids, solicitations and/or offers in whole or in part as specified in the solicitation for bids when, in the City's sole discretion, it believes that it is in the best interests of the City to do so, as determined by the purchasing agency in accordance with IC 5-22-18-2.

Diana L. Cordray
Clerk-Treasurer

Please publish January 28th, 2010 and February 4th, 2010

INSTRUCTIONS TO BIDDERS
City of Carmel

OWNER: City of Carmel by and through its Board of Public Works and Safety

Project: 2010 - LANDSCAPING

Owner's Representative: Dave Huffman
Carmel Street Department
3400 W. 131st Street
Westfield, IN 46074

1. GENERAL

- 1.1 Submission of a Bid shall constitute an unconditional agreement and acknowledgement by the Bidder to be bound by all terms and conditions set forth herein and in any of the Documents assembled or referred to in the Bid Package of which these Instructions to Bidders are a part.
- 1.2 Sample forms are included in the Bid Package to acquaint Bidders with the form and provisions of various Bid Documents and other Documentation required by the Contract Documents to be executed, completed and submitted by some or all Bidders, either as part of a Bid Submission or after the Bid Date.
- 1.3 Instructions and requirements printed on any sample form included in the Bid Package or any form not so included but required to be completed, signed or furnished by a Bidder as part of a Bid Submission or after receipt and opening of Bids shall be deemed requirements established by these Instructions to Bidders to the same extent as if fully restated herein.
- 1.4 All communications for the administration of the contract shall be as set forth in the Contract Documents and, in general, shall be through the City of Carmel Street Department.

2. DEFINITIONS

The following definitions shall apply to these instructions to bidders:

- 2.1 Agreement – The Agreement For Purchase of Goods and Services contained in the Bid Documents, as well as all exhibits or attachments thereto and all documents incorporated therein.
- 2.2 Bidder – Any person or entity who submits a Bid.
- 2.3 Bid – A written proposal submitted by a Bidder as part of the form prescribed herein offering to provide the vehicles and to fulfill all other requirements of the Contract Documents for one or more specified prices.

- 2.4 Bid Documents – All documents and completed forms required to be submitted by a Bidder with and as integral parts of a Bid Submission, whether or not included as sample forms assembled in the Bid Package of which these Instructions to Bidders are a part. Such Bid Documents are listed and more fully described in Section 4.3 hereof.
- 2.5 Bid Date – The date when Bids are to be received, opened, and publicly read aloud as established by the Notice to Bidders as may be modified by addenda.
- 2.6 Bid Package – The set of documents, sample forms, and Contract Documents approved by the OWNER for the Project described in the Notice to Bidders and of which these Instructions to Bidders are a part.
- 2.7 Bid Submission – All documents presented by a Bidder for receipt and opening on the Bid Date.
- 2.8 Contract Documents – The Agreement and any exhibits or attachments thereto and any documents incorporated therein (sometimes referred to as the “Contract”), the addenda (which pertain to the Contract Documents), the Instructions to Bidders, the advertisement, notice to bidders, the contractor’s bid (including documentation accompanying the Bid and any post-Bid documentation submitted prior to the notice of award), the notice to proceed, the bonds, and the specifications as the same are more specifically identified in the Agreement and/or the Bid Package.
- 2.9 OWNER - The City of Carmel, Indiana, acting by and through its Board of Public Works and Safety and the Carmel Street Department.

In all other respects, terms shall have their ordinary meaning unless their meaning is specifically stated in the Contract Documents.

3. EXAMINATION OF DOCUMENTS

- 3.1. Before the Bid Date, all Bidders shall carefully and thoroughly examine the specifications and other Contract Documents as available in the locations stated in the Notice to Bidders and shall assume the full risk of their own judgments as to the nature, quality and amount of the whole of the project bid, and for the price bid assumes the risk of any and all variances or errors in any computation or statement of amounts or quantities necessary to complete the project bid upon in strict compliance with the Contract Documents.

4. BID SUBMISSION

- 4.1. All Bid Documents shall be placed within a sealed envelope which shall be plainly labeled on the outside with the words “**BID – 2010 - LANDSCAPING**” on the lower left-hand corner as indicated on the Notice to Bidders and also include the name and address of the Bidder on the envelope. If forwarded by mail, the sealed envelope must be

enclosed in another envelope addressed to: City of Carmel, Clerk-Treasurer's Office, One Civic Square, Carmel, Indiana 46032.

- 4.2. All Bid Documents as herein prescribed must be submitted with, and are integral parts of, each Bid Submission and shall be subject to all requirements of the Contract Documents, including, but not limited to, all drawings and these Instructions To Bidders. Bid Documents must be properly filled in and completed in every material respect and without interlineations, excisions, special conditions, qualifications or exceptions. Each Bid Document requiring a signature shall be signed by an individual duly authorized to execute same on Bidder's behalf. A Bid executed by a corporation, joint venture, or other entity with an assumed name shall have the legal and correct name thereof followed by the word "by" and the signature and title of the officer or other person authorized to sign for it and a corporate resolution or similar document authorizing such officer to bind the entity.
- 4.3. The Bid Documents to be thus submitted by each Bidder shall consist of both of the following (4.3.1, 4.3.2):
 - 4.3.1. Bidder's Itemized Proposal and Declarations. A sample of this document is included in the Project Manual and must be utilized by all Bidders. Such document consists of the following constituent "Parts":
 - Part 1 - Bidder Information
 - Part 2 - Proposal (Bid)
 - Part 3 - Contract Items and Unit Prices
 - Part 4 - Exceptions
 - Part 5 - Financial Statement
 - Part 6 - Additional Declarations
 - Part 7 - Non-Collusion Affidavit
 - Part 8 - Signatures
 - 4.3.2. Bid security in the form of a bid bond or certified check in an amount not less than ten percent (10%) of the Bid price. Such Bid security shall serve to insure the execution of the Agreement and the furnishing of all other required Documents by the successful Bidder, including performance and payment bonds. A sample bid bond form is included in the project manual for this bid project and such form, or such other form as may be approved in advance by OWNER, shall be utilized if such a bond is furnished as Bid Security. A bid bond shall be executed by a surety company licensed to transact such business in the State of Indiana and qualified as a surety under the underwriting limitations on the current list of "Surety Companies Acceptable on Federal Bonds," as published in the U.S. Treasury Department Circular No. 570; the Bidder shall also furnish as part of the Bid Submission a signed power of attorney establishing the authority of the person executing such bid bond on behalf of the surety. Bid security shall be held until the Agreement is executed with the successful Bidder. In the event that all Bids are rejected, the Bid security of all Bidders will be returned upon request. No "annual" bid bonds, cash deposits or cashiers' checks will be accepted.

- 4.4. Bids may be withdrawn in person by a Bidder during the City's normal hours of business prior to the time fixed for opening of Bids. In the event of a valid withdrawal of a Bid, the Bid security of the withdrawing Bidder will be returned promptly. No Bid may be withdrawn after opening of Bids has commenced except after expiration of such period following the Bid Date as is specifically provided in the notice to bidders or as otherwise governed by law, plus any extension thereof as provided elsewhere in these instructions to bidders.
- 4.5. Bids will be received up to the time specified in the notice to bidders. Bids received after that time will be returned unopened. All Bids will be stamped thereon showing the date and time received by City.

5. POST-BID REQUIREMENTS

Within three (3) business days following notification by OWNER, the apparent lowest responsive Bidder will be required to submit additional documents and satisfy additional requirements as conditions to such Bidder being found by the OWNER to be a responsible Bidder, as follows:

- 5.1. Proof of Insurability. The Bidder shall furnish: (1) proof of insurance showing existing coverage in accordance with the terms and amounts stated in the general conditions, or (2) a letter or statement certifying that, in the event that the Bid is awarded by the OWNER, an insurance company will provide the required coverage to the Bidder submitting the Bid. Such proof of insurance or the letter/statement shall be issued by a financially responsible insurance company authorized to do business in the State of Indiana.
- 5.2. Surety Letter of Intent. The Bidder shall furnish a written statement or letter from a surety company licensed to transact such business in the State of Indiana and qualified as a surety under the underwriting limitations on the current list of "Surety Companies Acceptable on Federal Bonds", as published in U.S. Treasury Department Circular No. 570 which assures the OWNER that, in the event the Bid is accepted and the project bid upon is awarded by OWNER to Bidder, said surety will execute and deliver both a performance bond and a payment bond as required by the Contract Documents.
- 5.3. Joint Venture Agreement. If the Bidder is a joint venture, partnership or other combination of two (2) or more persons or entities, the Bidder shall submit a copy of the joint venture or other agreement by which such joint venture, partnership or other association has been formed, executed by all such participating persons or entities. If the Bid is signed by less than all parties that comprise the Bidder, suitable written evidence of the authority of such signing party to bind all such parties must also be furnished.
- 5.4. Manufacturers List. The Bidder shall submit a completed manufacturers list on the form provided in these Bid Documents.

6. BID EVALUATION AND AWARD

- 6.1. Award of the project bid upon will be made to the lowest, most responsive and most responsible Bidder where the Bid is reasonable and does not exceed the funds available said project. The OWNER reserves the right to reject all Bids and may waive or allow a

Bidder to correct errors, omissions or other irregularities in Bid Documents that are found not to have afforded the Bidder a substantial competitive advantage over other Bidders.

- 6.2. The OWNER shall have the right to reject any Bid if investigation of the Bidder fails to satisfy the OWNER that such Bidder is properly qualified to carry out the obligations and complete the project bid upon. Any or all Bids may be rejected if there is reason to believe that collusion exists among Bidders.
- 6.3. Patent math errors in statements of unit prices or totals may be corrected by the OWNER, in OWNER's sole discretion, in which case the corrected amounts will be used for the purpose of Bid evaluation, comparison and other award considerations. However, the OWNER shall not be required to discover or correct any error or omission in a Bid and the Bidder shall assume the risk of and be bound to the consequences of any such error or omission.
- 6.4. The OWNER may, at its sole option, award the project bid upon to a Bidder on a conditional basis to afford the Bidder additional time and opportunity to submit required documents or to fulfill other requirements. In such case, the OWNER will furnish to the Bidder a notice of conditional award which will establish (i) the additional conditions to be fulfilled for the award to become effective, and (ii) the time limit within which such conditions shall be satisfied. If the Bidder fails to satisfy the conditions in the manner and within the time specified in such notice, the OWNER may declare such Bidder to be non-responsive and award the project, conditionally or unconditionally, to another Bidder. Time limitations governing the OWNER's award of the project may be extended by OWNER for such additional period as may be reasonably required by Bidder to effectuate the conditional award procedure set forth in this sub-section, and no Bid may be withdrawn during such period of extension.

7. CONTRACT EXECUTION; SUBMITTALS

- 7.1. The successful Bidder shall sign and deliver at least two (2) counterparts of the Agreement, and make delivery thereof to the OWNER, along with all other documents as prescribed by the Contract Documents. After execution and delivery of the Agreement and all other required documents, and acceptance thereof by the OWNER, the Bid security furnished by each Bidder will be returned to the Bidder upon request.
- 7.2. If the successful Bidder fails or neglects to execute and deliver the Agreement and all other required documents as prescribed by the preceding sub-section, the Bidder shall be deemed to have repudiated the Agreement and thereupon the award shall be null and void; and the Bid security provided by the Bidder shall be forfeited to and retained by the OWNER as liquidated damages for such failure of the Bidder to execute the Agreement, it being understood and agreed that the character and amount of actual damages sustained by the OWNER cannot reliably be ascertained and measured and that the amount of the Bid security is intended as a reasonable prospective estimate of such actual damages.
- 7.3. Concurrent with the execution and delivery of the Agreement to the OWNER, or within such other period as the OWNER may prescribe, the successful Bidder (CONTRACTOR) shall submit the following as conditions to the Bidder's right to proceed with and receive payment for any work performed on the project:

- 7.3.1. A one hundred percent (100%) performance bond, a one hundred percent (100%) payment bond and a ten percent (10%) maintenance bond as prescribed by the general conditions or other Contract Documents. Such bonds shall be executed utilizing the sample forms included in the project manual, or on alternative forms approved in advance by the OWNER. Indemnification clauses between successful Bidder and the surety shall not be binding upon the OWNER;
- 7.3.2. Other post-Bid submittals required by the Contract Documents.

END OF INSTRUCTIONS TO BIDDERS

PROPOSAL PACKAGE
FOR
CITY OF CARMEL, INDIANA
BY AND THROUGH ITS
BOARD OF PUBLIC WORKS AND SAFETY

PROJECT: Street Department

2010 LANDSCAPING

BIDDER SHALL RETURN THIS
ORIGINAL PROPOSAL AND ONE (1) COPY
OF THE ENTIRE PROPOSAL PACKAGE WITH BID

IF THERE ARE ANY QUESTIONS CONCERNING THE CONTRACT
DOCUMENTS, PLEASE CONTACT
DAVE HUFFMAN AT 733-2001

BIDDER'S ITEMIZED PROPOSAL
AND DECLARATIONS
City of Carmel

Instructions To Bidders:

This form shall be utilized by all Bidders. Except as otherwise specifically provided, all Parts shall be fully and accurately filled in and completed and notarized.

Project: **Street Department**
 2010 LANDSCAPING

Proposal For: 2010 LANDSCAPING
 City of Carmel

Date: _____

To: **City of Carmel, Indiana, Board of Public Works and Safety**

PART I

BIDDER INFORMATION
(Please Type or Print)

1.1 Bidder Name: _____

1.2 Bidder Address: Street Address: _____

City: _____ State: _____ Zip: _____

Phone #: () _____ Fax #: () _____

1.3 Bidder is a/an [mark one]:

_____ Individual _____ Partnership _____ Indiana Corporation;

_____ Foreign (Out of State) Corporation; State: _____;

_____ Joint Venture _____ Other: _____.

1.4 [The following must be answered if the Bidder or any of its partners or joint venture parties is a foreign corporation. Note: To do business in or with the City of Carmel, Indiana, foreign corporations must register with the Secretary of the State of Indiana as required by the Indiana General Corporation Act as stated therein and expressed in the Attorney General's Opinion #2, dated January 23, 1958.]

.1 Corporation Name: _____

.2 Address: _____

.3 Date registered with State of Indiana: _____

.4 Indiana Registered Agent: _____

Name: _____

Address: _____

PART 2
BID PROPOSAL

2.1 Project Bid.

The undersigned Bidder proposes to furnish all necessary labor, machinery, tools, apparatus, materials, equipment, service and other necessary supplies, and to perform and fulfill all obligations incident thereto in strict accordance with and within the time(s) provided by the terms and conditions of the Contract Documents for the above described project, including any and all addenda thereto, for the total sum of

_____ Dollars (\$_____). The Bidder acknowledges that evaluation of the lowest Bid shall be based on such price. The Bidder further understands that all work which may result on the Contract shall be compensated for on a lump sum basis and that the OWNER cannot and does not guarantee the amount or quantity of any item of work to be performed or furnished under the Agreement.

PART 3

CONTRACT DOCUMENTS AND ADDENDA

- 3.1 The Bidder agrees to be bound by the terms and provisions of all Contract Documents as defined in the Agreement attached hereto and incorporates such Contract Documents herein by reference.
- 3.2 The Bidder acknowledges receipt of the following addenda:

ADDENDUM
NUMBER

DATE

PART 4

EXCEPTIONS

Instructions To Bidders:

- 4.1 The Bidder shall fully state each exception taken to the specifications or other Contract Documents in Section 4.3 of this Part.
- 4.2 Bidder is cautioned that any exception taken by Bidder and deemed by OWNER to be a material qualification or variance from the terms of the Contract Documents may result in this Bid being rejected as non-responsive.
- 4.3 Exceptions:

PART 5

FINANCIAL STATEMENT

Attachment of Bidder's financial statement is mandatory. Any Bid submitted without said financial statement as required by statute shall thereby be rendered invalid. The financial statement provided hereunder to OWNER must be specific enough in detail so that OWNER can make a proper determination of the Bidder's capability for completing the project if awarded.

PART 6
ADDITIONAL DECLARATIONS

- 6.1 Bidder certifies for itself and all its subcontractors compliance with all existing laws of the United States and the State of Indiana prohibiting the discrimination against any employee or applicant for employment or subcontract work in the performance of the work contemplated by the Agreement with respect to hire, tenure, terms, conditions, or privileges of employment or any matter directly or indirectly related to employment or subcontracting because of race, religion, color, sex, handicap, national origin, ancestry, age, disabled veteran status or Vietnam era veteran status. The City of Carmel reserves the right to collect a penalty as provided in IC 5-16-6-1 for any person so discriminated against.

PART 7

NON-COLLUSION AFFIDAVIT

The individual person(s) executing this Bid proposal, being first duly sworn, depose(s) and state(s) that the Bidder has not directly or indirectly entered into a combination, collusion, undertaking or agreement with any other Bidder or person (i) relative to the price(s) proposed herein or to be bid by another person, or (ii) to prevent any person from bidding, or (iii) to induce a person to refrain from Bidding; and furthermore, this Bid proposal is made and submitted without reference to any other bids and without agreement, understanding or combination, either directly or indirectly, with any persons with reference to such bidding in any way or manner whatsoever.

PART 8

SIGNATURES

[Signature by or on behalf of the Bidder in the spaces provided below shall constitute execution of each and every Part of this itemized proposal and declarations document. SIGNATURE MUST BE PROPERLY NOTARIZED.]

Bidders Name: _____

Written Signature: _____

Printed Name: _____

Title: _____

Important - Notary Signature and Seal Required in the Space Below

STATE OF _____

COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____,
20__.

My commission expires: _____ (Signed) _____

Printed: _____

Residing in _____ County, State of _____

POST BID SUBMITTAL

MANUFACTURERS LIST

Instructions To Bidders:

The Bidder shall enter, in the spaces provided below, the name of the manufacturer of equipment that the Bidder proposes to furnish for each item of equipment listed in the manufacturers list below. The Bidder shall enter the name of only one manufacturer for each listed equipment item. Failure to enter a manufacturer's name for each listed equipment item may render the Bid non-responsive if it is determined that such omission is material by affording the Bidder a substantial advantage over other Bidders.

Upon award of a contract, each listed equipment item shall be furnished by the named manufacturer, unless changes are specifically authorized. Equipment substitutions will be permitted only with the OWNER's prior consent.

Preliminary acceptance of equipment listed by the manufacturer's name shall not in any way constitute a waiver of the drawing and specification requirements covering such equipment. Acceptance will be based on full conformity with the drawings and specifications covering the equipment.

Equipment Item (Contract Items)

Manufacturer

BID BOND
City of Carmel

Instructions To Bidders

Bidders may use this form or other form containing the same material conditions and provisions as approved in advance by OWNER/Obligee.

Bidder/Surety must attach a signed, certified and effective dated copy of the Power of Attorney or Attorney-In-Fact establishing the authority of the person(s) signing this Bid Bond on behalf of the Surety.

The Surety company executing this bond shall appear on the most current list of "Surety Companies Acceptable on Federal Bonds," as specified in the U.S. Treasury Department Circular 570, as amended, and be authorized to transact business in the State of Indiana.

KNOW ALL MEN BY THESE PRESENTS, that the undersigned
"Bidder":

and

"Surety": [Name]

[Address] _____

a corporation chartered and existing under the laws of the State of
_____, and authorized to do business in the
State of Indiana,

are held and firmly bound unto the City of Carmel, Indiana ("Obligee") in the full and just sum equal to ten percent (10%) of the price stated in the Bid proposal described in Part 2, including accepted alternates, if any, to be paid upon demand of the Obligee, together with interest at the maximum legal rate from date of demand and any attorney fees and court costs incurred by Obligee to enforce this instrument, to which payment well and truly to be made we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally and firmly by these presents. Ten percent (10%) of the price stated in the Bid Proposal is \$_____.

WHEREAS, the Obligee has solicited Bids for certain work for or in furtherance of construction of improvements described generally as:

2010 LANDSCAPING

pursuant to plans, specifications and other "Contract Documents" included as parts of and designated by such solicitation; and

WHEREAS, the Bidder has submitted to the Obligee a Bid proposal to perform such Work.

NOW THEREFORE: The conditions of this obligation are such that if the Bid proposal be accepted, with or without conditions, the Bidder shall within such time thereafter as prescribed by the Contract Documents (i) fulfill all conditions of such award that remain to be fulfilled, (ii) execute an Agreement in accordance with the Bid proposal and in the form and manner required by the Contract Documents, and (iii) thereafter provide all bonds, and other documentation required by the Contract Documents to be delivered to Obligee prior to commencing work on the project, including without limitation a sufficient and satisfactory performance bond and payment bond payable to Obligee, each in an amount of one hundred percent (100%) of the total project Agreement price as awarded and in form and with surety satisfactory to said Obligee, then this obligation to be void; otherwise to be and remain in full force and virtue in law, and the Surety shall, upon failure of the Bidder to comply with any or all of the foregoing requirements within the time specified above and as prescribed by the Contract Documents, immediately pay to the Obligee, upon demand, the amount hereof, in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

IN TESTIMONY THEREOF, the Bidder and Surety have caused this instrument to be duly signed and sealed this ____ day of _____, 20__.

This BID Bond shall bind the undersigned Surety whether or not also signed by the Bidder.

"Bidder"

"Surety"

By: _____

By: _____

Printed: _____

Printed: _____

Countersigned: _____

PAYMENT BOND

City of Carmel

Instructions:

Successful Bidder must use this form or other form containing the same material conditions and provisions as approved in advance by OWNER.

Date of Bond must not be prior to date of project Agreement. If CONTRACTOR is a partnership, all partners must execute bond.

The Surety company executing this bond shall appear on the most current list of "Surety Companies Acceptable on Federal Bonds," as specified in the U.S. Treasury Department Circular 570, as amended, and be authorized to transact business in the State of Indiana.

KNOW ALL MEN BY THESE PRESENTS: that

"CONTRACTOR": _____

and

"Surety": [name] _____

[Address] _____

_____ a corporation chartered and existing under the laws of the State of _____, and authorized to do business in the State of Indiana,

are held and firmly bound unto the City of Carmel, Indiana (hereinafter "Obligee"), in the penal sum of _____ Dollars, (\$ _____) in lawful money of the United States, for the payment of which sum well and truly to be made, plus interest at the maximum legal rate from date of demand and any attorney fees and court costs incurred by Obligee to enforce this instrument, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the CONTRACTOR has entered into a certain Agreement with Obligee, dated as of the _____ day of _____, 20 ____, by which CONTRACTOR has agreed to perform and furnish certain work for or in furtherance of construction of improvements described generally as

2010 LANDSCAPING

which Agreement, and the "Contract Documents" as referred to therein, are hereby incorporated herein by reference;

NOW, THEREFORE, the conditions of this obligation are such that if the CONTRACTOR shall promptly make payments of all amounts due to all Claimants, then

this obligation shall be void; otherwise to remain in full force and effect. "Claimant", as that term is used herein, shall mean any subcontractor, material supplier or other person, firm, or corporation furnishing materials or equipment for or performing labor or services in the prosecution of the work provided for in the Agreement, including, but not limited to, lubricants, oil, gasoline, coal and coke, repairs on machinery, and tools, whether consumed or used in connection with the construction of such work, and all insurance premiums on said work, and for all labor performed in such work.

PROVIDED, FURTHER, that the Surety, for value received, hereby stipulates and agrees:

1. that no defect or irregularity in the contract or in the proceedings preliminary to the letting of the Agreement will operate to release or discharge Surety;
2. that no change, omission, extension of time, alteration or addition to the terms of the Agreement, Contract Documents or to any work to be furnished thereunder, and no delay by the Oblige in enforcement of the Agreement or this bond shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement, Contract Documents or to said work;
3. that no final settlement between the Oblige and the CONTRACTOR shall abridge any right of the Oblige hereunder as to any claim that may remain unsatisfied; and
4. that this Payment Bond and Surety shall not be released until one (1) year after the Oblige's final settlement with the CONTRACTOR.

IN WITNESS WHEREOF, this instrument is executed in _____ (number) counterparts, each one of which shall be deemed an original, this the _____ day of _____, 20_____.

CONTRACTOR: [name] _____

By: _____
[signature] [printed name]

ATTEST: _____, Secretary
[signature]

SURETY: [name] _____

By: _____, Attorney-in-Fact
[signature]

[printed name] [address]

PERFORMANCE BOND

City of Carmel

Instructions:

Successful Bidder must use this form or other form containing the same material conditions and provisions as approved in advance by OWNER.

Date of Bond must not be prior to effective date of Agreement. If CONTRACTOR is a partnership, all partners must execute bond.

The Surety company executing this bond shall appear on the most current list of "Surety Companies Acceptable on Federal Bonds," as specified in the U.S. Treasury Department Circular 570, as amended, and be authorized to transact business in the State of Indiana.

KNOW ALL MEN BY THESE PRESENTS: that

"CONTRACTOR": _____

and

"Surety": [name] _____

[Address] _____

_____ a corporation chartered and existing under the laws of the State of _____, and authorized to do business in the State of Indiana,

are held and firmly bound unto the City of Carmel, Indiana hereinafter called Obligee, in the penal sum of _____ Dollars, (\$_____) in lawful money of the United States, for the payment of which sum well and truly to be made, together with interest at the maximum legal rate from date of demand and any attorney fees and court costs incurred by Obligee to enforce this instrument, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the CONTRACTOR has entered into a certain Agreement with the Obligee, dated as of the _____ day of _____, 20____, by which CONTRACTOR has agreed to perform and furnish certain work for or in furtherance of construction of improvements described generally as:

2010 LANDSCAPING

which Agreement, and the "Contract Documents" as referred to therein, are hereby incorporated herein by reference;

NOW, THEREFORE, the conditions of this obligation are such that if the CONTRACTOR shall well, truly and faithfully perform his duties, all the undertakings, covenants, terms and conditions of said Agreement whether during the original term thereof, and any extensions thereof which

may be granted by the Obligee, with or without notice to the Surety, and during any period of guaranty or warranty provided therein or arising thereunder, and if CONTRACTOR shall satisfy all claims and demands incurred under such Agreement, and shall fully indemnify and save harmless the Obligee from all costs and damages which he may suffer by reason of failure to do so, and shall reimburse and repay the Obligee all outlay and expense which the Obligee may incur in making good any default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the said Surety, for value received, hereby stipulates and agrees:

1. that no defect or irregularity in the Agreement or in the proceedings preliminary to the letting of the Agreement will operate to release or discharge Surety;
2. that no change, omission, extension of time, alteration or addition to the terms of the Agreement, Contract Documents or to any work to be furnished thereunder, and no delay by the Obligee in enforcement of the Agreement or this bond shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement, Contract Documents or to said work;
3. that no final settlement between the Obligee and the CONTRACTOR shall abridge any right of the Obligee hereunder as to any claim that may remain unsatisfied; and
4. that this Performance Bond and Surety shall not be released until one (1) year after the Obligee's final settlement with the CONTRACTOR.

IN WITNESS WHEREOF, this instrument is executed in _____ (number) counterparts, each one of which shall be deemed an original, this the _____ day of _____, 20_____.

CONTRACTOR: [name]_____

By: _____
[signature] [printed name]

ATTEST: _____, Secretary
[signature]

SURETY: [name]_____

By: _____, Attorney-in-Fact
[signature]

[printed name] [address]

TECHNICAL SPECIFICATIONS

TS-1 CONTACT FOR QUESTIONS REGARDING CONTRACT DOCUMENTS

In compliance with the Instructions to Bidders, should any questions arise regarding the Contract Documents, the following person shall be contracted:

Dave Huffman
Carmel Street Department
3400 W. 131st Street
Westfield, IN 46074
Tel: (317) 733-2001
Fax: (317) 733-2005

TS-2 PROJECT SCOPE

Provide weekly care and maintenance for landscaped areas of the following roundabouts and medians:

Roundabout at 96th Street and Ditch Road	2,826 Sq. Ft.
Roundabout at 96th Street and Spring Mill Road	2,890 Sq. Ft.
Roundabout at 96th Street and Westfield Boulevard*	9,723 Sq. Ft.
Roundabout at 103rd Street and Pennsylvania Street*	4,298 Sq. Ft.
Roundabout at 106th Street and Gray Road	4,298 Sq. Ft.
Roundabout at 106th Street and Pennsylvania Street*	4,069 Sq. Ft.
Roundabout at 106th Street and Spring Mill Road	2,921 Sq. Ft.
Roundabout at 116th Street and Clay Center Road*	3,207 Sq. Ft.
Roundabout at 116th Street and Ditch Road	196 Sq. Ft.
Roundabout at 116th Street and Illinois Street	2,636 Sq. Ft.
Roundabout at 116th Street and Shelborne Road*	11,748 Sq. Ft.
Roundabout at 116th Street and Spring Mill Road	2,039 Sq. Ft.
Roundabout at 126th Street and Hazel Dell Parkway	2,826 Sq. Ft.
Roundabout at 126th Street and Illinois Street	3,214 Sq. Ft.
Roundabout at 126th Street and Towne Road*	2,945 Sq. Ft.
Roundabout at 131st Street and Clay Center Road	4,822 Sq. Ft.
Roundabout at 131st Street and Ditch Road	4,522 Sq. Ft.
Roundabout at 131st Street and Hazel Dell Parkway	2,826 Sq. Ft.

Roundabout at 131st Street and Illinois Street*	4,718 Sq. Ft.
Roundabout at 131st Street and Spring Mill Road*	4,904 Sq. Ft.
Roundabout at 131st Street and Towne Road*	2,993 Sq. Ft.
Roundabout at 136th Street and Ditch Road*	4,900 Sq. Ft.
Roundabout at 136th Street and Oak Ridge Road*	5,144 Sq. Ft.
Roundabout at 136th Street and Spring Mill Road*	6,877 Sq. Ft.
Roundabout at 136th Street and Towne Road	5,026 Sq. Ft.
Roundabout at 141st Street and Ditch Road*	4,623 Sq. Ft.
Roundabout at 141st Street and Spring Mill Road*	4,130 Sq. Ft.
**Roundabout at 141st Street and Towne Road	
Roundabout at Oak Ridge Road and Adios Pass*	4,305 Sq. Ft.
Roundabout at Oak Ridge Road and Bennett Road*	4,564 Sq. Ft.
**Roundabout at Spring Mill road and Dorset Boulevard	
TOTAL ROUNDABOUT AREA:	124,190 Sq. Ft.
MEDIANS:	
116th Street from College Avenue to Keystone (431) (Includes 3 landscaped medians, 1 curbside area by Greek Tony's Restaurant on 116 th Street)	40,088 Sq. Ft.
131st Street from Shelborne Road to Ditch Road	1,416 Sq. Ft.
City Center Road from Carmel Drive to 3rd Avenue	18,437 Sq. Ft.
Ditch Road from 141st Street to 146th Street	2,063 Sq. Ft.
Grande Boulevard E. from Old Meridian to Guilford	21, 776 Sq. Ft.
Illinois Street from 121st Street to 126th Street (Includes wall border bed at Spring Lakes Estates)	7,080 Sq. Ft.
Pennsylvania Street from 106th Street to South of 103rd Street (Includes all divider islands)	13,989 Sq. Ft.
Spring Mill Road from 141st Street to 146th Street	2,475 Sq. Ft.
Towne Road from 116th Street to 126th Street	21,056 Sq. Ft.
TOTAL MEDIAN AREA:	128,380 Sq. Ft.
TOTAL ROUNDABOUT AND MEDIAN LANDSCAPED AREA:	252,570 Sq. Ft. 5.80 Acres

***Denotes divider island / median / crosswalk plantings included in square footage of roundabout landscaped areas.**

****These areas will be added to the contract in 2010.**

Such Project landscape work will include the spreading of 1,560 yards of brown dyed enhanced hardwood mulch, the pick up and removal of litter, fertilization, herbicide application, chemical control of bagworm insects on trees and shrubs, the control of weeds within the landscaped areas of the aforementioned roundabout, median and curbside areas. Labor, material and equipment will be supplied by CONTRACTOR. CONTRACTOR shall be responsible for the timely and acceptable performance of all work necessary to accomplish the Project described herein.

TS-3 WELLHEAD PROTECTION

The majority of the Project will be constructed through a wellhead protection area and in close proximity to several of the OWNER'S wells that provide a large portion of the City of Carmel's drinking water supply. As such, the following requirements must be strictly observed.

- A. Handling and storage of petroleum and chemical products must be done in a safe manner.
- B. Petroleum and chemical products shall not be stored within a 200-foot radius of a well.
- C. Vehicles shall not park or be stored within a 200 - foot radius of a well.
- D. Petroleum or chemical spills must be reported immediately to the Carmel Hazmat Team and to the OWNER regardless of the size of the spill. The Carmel Hazmat Team can be reached by telephone at the "911" emergency number or at 571-2580.

TS-4 HOLIDAYS WHEN WORK IS NOT PERMITTED

The Contractor shall not perform any work on the Project which requires traffic control on the following days:

- A. Sundays
- B. Memorial Day
- C. Independence Day
- D. Labor Day
- E. Thanksgiving Day and the day after Thanksgiving

This requirement may be waived by the OWNER in its sole discretion, if requested in writing and in advance of such Work.

TS-5 LANDSCAPE MAINTENANCE SPECIFICATIONS

- 5.1 Maintenance Period – The landscape maintenance period shall begin on March 1, 2010 and continue through November 30, 2010.
- 5.2 Maintenance Schedule – Refer to the enclosed suggested maintenance schedule for each roundabout, median, and curbside bed.
- 5.3 Quality – The landscaped areas are to be maintained in a high quality manner, including the removal of weeds, dead plant debris, and litter on a weekly basis. Under no circumstances will the landscaped areas be left with litter, weeds, dead plant debris, or work related materials remaining on site.
- 5.4 Tree Leaves – Tree leaves are to be removed from landscaped areas.
- 5.5 Ornamental Grasses – Ornamental grasses shall be cut down to the new seasonal growth by April 15, 2010. The grasses shall not be cut down in the fall but left in the beds for winter interest.
- 5.6 Perennials – All perennial plants are to be dead headed when blooms have faded. This may encourage the plants to produce more blooms and will keep the beds looking manicured. All plant debris from dead heading shall be removed from the beds.
- 5.7 Plant Damage – Pruning, weeding, dead heading, application of fertilizers and herbicides, and general bed maintenance shall be performed in a manner that does not damage any plant material. Damage to plant material (trees, shrubs, perennials, annuals) shall be promptly repaired or replaced as deemed necessary by Street Department personnel, by CONTRACTOR at it own expense.

TS-6 LANDSCAPE FERTILIZATION

- 6.1 Frequency of Fertilization – All landscape areas shall be fertilized a minimum of two times per year. The first mandatory application to occur no earlier than April 15, 2010 and no later than May 15, 2010. The second mandatory application to occur no earlier than September 1, 2010 and no later than September 30, 2010. Shrub roses shall be treated with a rose specific 3 month fertilizer during the aforementioned application dates.
- 6.2 Rates – All fertilizers shall be sulfur coated, slow release, complete fertilizers applied at the manufacturer recommended application rates of no less than 1.5 lbs. N per 1000 sq. ft. per application.
- 6.3 Sample Label - CONTRACTOR shall submit a sample label for all fertilizers and herbicides it proposes to use and obtain OWNER's approval of same before applying same to any turf area.
- 6.4 Notification - OWNER must be notified by CONTRACTOR in writing at least seven (7) calendar days in advance of any intended application of fertilization and/or herbicide application.

- 6.5 Fertilizer Application Method – All fertilizer shall be spread with a hand-held broadcast spreader in such a manner as to insure even coverage at manufacturer recommended application rates. Application shall take place in dry weather to prevent the accumulation of the chemical and scorching of plant foliage.
- 6.6 Certification - CONTRACTOR shall be certified and hold all required applicators licenses from the State of Indiana to perform the obligations set forth in the Section.
- 6.7 Compliance – CONTRACTOR shall comply with all environmental, and chemical, and all other applicable LAWS in performing its obligations under this Section.

TS-7 WEED CONTROL FOR PLANTING BEDS

- 7.1 Application - All planting beds shall be treated with a weed control and shall throughout the growing season, be spot treated with a Round-up/Surflan mixture, as needed. Application of the pre-emergent shall take place in dry weather to prevent accumulation of the chemical and scorching of plant foliage **(exclude tree rings, they are covered in the mowing contract)**
- 7.2 Frequency – All planting beds shall be treated with a pre-emergent two times per year. The first mandatory application to occur no earlier than March 15, 2010, and no later than May 15, 2010. The second mandatory application shall be done no earlier than August 1, 2010, and no later than September 15, 2010. **(exclude tree rings in this section also)**
- 7.3 Sample Label – CONTRACTOR shall submit a sample label for all fertilizers and herbicides it proposes to use in compliance with this Section, and obtain the OWNER'S written approval of the same before applying same to any plant beds or tree rings.
- 7.4 Notification – OWNER shall be notified at least seven (7) calendar days in writing in advance of the date of any application of any chemicals pursuant to this Section.
- 7.5 Chemical Application Method – All chemicals shall be spread with an applicator in such a manner as to insure even coverage at the proper rate, with no streaking and no unintended plant injury.
- 7.6 Certification - CONTRACTOR shall be certified and hold all required applicators licenses from the State of Indiana to perform the obligations set forth in the Section.

- 7.7 Compliance – CONTRACTOR shall comply with all environmental, and chemical, and all other applicable LAWS in performing its obligations under this Section.
- 7.8 List – A complete list of chemicals used will be provided to OWNER.
- 7.9 Additional – A combination of weed control is to be used to provide weed-free planting beds. Acceptable weed control techniques are as follows: mulching, pre and post emergent herbicides and hand weeding. NO HERBICIDE APPLICATIONS ARE TO BE MADE IN AREAS WHERE BULBS ARE PLANTED. Plants damaged by contractor's negligence are to be replaced by the contractor at their expense per representative of the Carmel Street Department. Examples of possible damages include, but are not limited to, the following: herbicide damage and mistakes in identification while weeding.

TS-8 MULCH

- 8.1 Type – Mulch to be used shall be non-palletized, minimum Grade A shredded brown dyed hardwood mulch. A sample of mulch to be used will be presented to a Carmel Street Department representative for approval prior to application.
- 8.2 Application – Mulch shall be applied once per year in Spring. Mulch shall be spread evenly at a rate of 2" in depth no later than April 30, 2010. Rake beds in August/September, to loosen and refresh existing mulch.

TS-9 TREE AND SHRUB INSECT CONTROL

- 9.1 Frequency of pesticide application - All trees, shrubs, ground cover with visible signs of scale, fungus, bagworm and other caterpillars, are to be treated with dormancy oil prior to leaf bud break at label recommended rate. Follow up treatment for caterpillars and scale is to be applied as necessary.
- 9.2 Rates – Rates are to be based on label recommendations for the approved pesticide(s).
- 9.3 Sample Label – CONTRACTOR shall submit a sample label for the pesticide(s) it proposes to use and obtain OWNER's written approval of same before any such application occurs.
- 9.4 Notification – OWNER must be notified in writing at least seven (7) calendar days advance of any intended date for application of pesticides pursuant to this Section.
- 9.5 Pesticide Application Method – Pesticide application must be made in a safe and approved manner that provides thorough and even coverage, minimizes drift, and avoids contact with vehicles, people and non-target animal species.

- 9.6 Certification – CONTRACTOR shall be certified and hold all required applicators licenses from the State of Indiana to perform its obligations set forth in this Section.
- 9.7 Compliance – CONTRACTOR must comply with all environmental, chemical, and other applicable LAWS in performing its obligations hereunder.

City of Carmel
Roundabouts / Medians Landscaped Areas Maintenance Synopsis

Total Square Footage = **252,570 Sq. Ft.**

Landscape Requirements

Spring:

(March - May) Cut any ornamental grasses down to new growth.

Apply pre-emergent.

General clean-up of litter, weeds, plant debris.

Prune off any broken shrub and tree branches.

Trench/edge the landscaped areas.

Apply fertilizers to annuals, perennials, roses.

Apply 2 inches of fresh brown dyed mulch, rake to smooth surface.

Revisit beds on regular weekly basis for litter removal, weed removal, and deadheading spent blooms from perennials.

All Trash should be removed from landscaped areas regularly.

All weeds should be removed before reaching the size of a quarter.

Apply spray herbicide when necessary.

All spent blooms on perennials should be removed weekly.

All shrubs should be pruned after blooms are spent.

Summer:

(June - August) Continue regular maintenance weekly maintenance for litter removal, weed removal, bed edging, plant deadheading, pruning, fertilizing.

Fall:

(September - November) Continue regular weekly maintenance schedule for litter removal, weed removal, bed edging, plant deadheading, and pruning until early November.

Apply pre-emergent.

Apply spray herbicide when necessary.

Apply fertilizer, except roses.

Begin winterizing beds in early November.

Cut all perennials, except ornamental grasses, to 1" above ground.

Clean plant debris from beds. Edge for winter clean plant debris from beds. Edge for winter.

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

96th St. and Ditch. Roundabout *

Roundabout:	Irrigated	76' Dia.	4,534 sq. ft.
Turf ring:	Width 8' = 1,708 sq. ft.		
Landscape:		Landscape R = 30'	2,826 sq. ft. garden area

Perennials – Green & Variegated Liriope, Sambucus Black Lace, Dianthus, Narcissus
 Grasses – Panicum "Shenandoah"
 Shrubs – Blue Star Juniper
 Trees – Lace Bark Elm
 Sod – 8' wide turf ring. Turf area is 1,708 sq. ft.
 Features: Stone wall. 5' wide rumble-strip-style sidewalk.
 Stone mulch area within roundabout.

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Spray for bagworms late May Shape junipers
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to loosen and refresh. 3" spade edge to bed Apply 3 month fertilizer to beds Apply pre-emergent	Shape junipers
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

96th St. and Spring Mill Rd. Roundabout

Roundabout and Divider Islands:	Irrigated	100' Dia.	8,501 sq. ft.
Landscape:			2,890 sq. ft. of garden
Turf:	RAB turf = 3,441 sq. ft.; Island turf = 2,170 sq. ft. Total turf = 5,611 sq. ft.		
Perennials –	Sedum, Perovskia		
Shrubs –	Itea		
Trees –	Malus "sugar time"		
Sod –	2/3 of area is sod		

Features: Stone retaining wall and centrally located 8' dia. decorative urn.

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Remove weeds Apply 2" brown dyed hardwood mulch (15 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Prune and shape Itea after blooming
June:	Spot treat/remove weeds, litter on weekly basis	Prune Malus after blooming And remove sucker growth
July:	Spot treat/remove weeds, litter on weekly basis	
August:	Spot treat/remove weeds, litter on weekly basis	
September:	Spot treat/remove weeds, litter on weekly basis Apply pre-emergent to beds Deadhead perennials as needed Rake mulch to refresh 3" spade edge to bed Apply 3 month fertilizer to beds.	Remove sucker growth from Malus Shape Itea
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

103rd St. and Pennsylvania St.. Roundabout *

Roundabout only (Divider Islands on Median Info Page):

Irrigated

4,298 sq. ft.

Landscape:

4,298 sq. ft. garden area

Perennials – *Heemerocallis* 'Stella D'Oro', *Lavendula angustifolia* 'Munstead', *Pennisetum alopecuroides*
Shrubs – *Buxus glencoe* 'Chicagoland Green', *Ilex glabra* 'Chamzin', *Juniperus chinensis* 'Sea Green', *Rosa*
'Meivahyn'

Maintenance Required:

Landscape Bed

Trees and Shrubs

April:

Clean-up litter, dead plant material, cut grasses to 6"
Remove weeds
Apply 2" brown dyed hardwood mulch (60 yds.)
Apply pre-emergent
3" **spade** edge to bed
Apply 3 month fertilizer to beds

May:

Spot treat/remove weeds, litter on weekly basis

Spray for bagworms late May

June:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed

Re-spray for bagworms

July:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed.

August:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed

September:

- Spot treat/remove weeds, litter on weekly basis
- Deadhead perennials as needed
- Rake mulch to loosen and refresh.
- 3" spade edge to bed
- Apply 3 month fertilizer to beds
- Apply pre-emergent

Shape junipers

October:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed

Late October/Early November:

Fall clean-up of dead plant material
Cut perennials to 1" above ground
Grasses remain uncut

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

106th St. and Gray Rd. Roundabout

Roundabout:	Irrigated	95.5' Dia.	6,936 sq. ft.
Landscape:		75' Bed Dia.	4,298 sq. ft. garden area
Turf:	RAB turf =1,256 sq. ft.		
Perennials –	Belamcanda, Calamagrostis, Coreopsis, Geranium, Hemerocallis, Leucanthemum, Pennisetum, Perovskia		
Shrubs –	Itea virginica 'Sprich', Juniperus Sabina 'Broadmoor', Taxus x media 'Everlow'		
Trees -	Crateagus viridis 'Winter King'		
Sod –	10' border around perimeter of landscape.		
Features-	Stone retaining wall and centrally located 8' dia. decorative urn.		

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (27 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	Prune and shape Junipers and Taxus in late April, after frost threat is over
May:	Spot treat/remove weeds, litter on weekly basis	Spray Junipers, Taxus for bagworms
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Prune Itea and Crateagus after blooming Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to refresh Apply 3 month fertilizer to beds. 3" spade edge to bed Apply pre-emergent	Shape Juniper and Taxus
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

Fall clean-up of dead plant material
Cut perennials to 1" above ground
Grasses remain uncut

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

106th St. and Spring Mill Rd. Roundabout *

Roundabout:	Irrigated	77' Dia.	6,138 sq. ft.
Landscape:			2,921 sq. ft. garden area
Turf:	Sod perimeter 1,733 sq. ft; Divider islands turf = 1,840 sq. ft.; Total turf = 3,573 sq. ft.		
Perennials –	Hemerocallis, Echinacea purpurea 'Kim's Knee High'		
Shrubs –	Juniperus		
Sod –	8' wide turf ring as perimeter of RAB = 1733 sq. ft.		
Grasses –	Dwarf Hameln Grass, Karl Foerster Feather Reed Grass		
Trees –	Multi-stem Serviceberry		
Features:	4 Divider Islands = 1840 sq. ft.		

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (60 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Spray for bagworms late May Shape junipers
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to loosen and refresh. Apply 3 month fertilizer to beds 3" spade edge to bed Apply pre-emergent	Shape junipers
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

116th St. and Clay Center Rd. Roundabout *

Roundabout:	Irrigated	7,850 sq. ft.
Landscape:	RAB beds = 2,289 sq. ft.; Island beds = 918 sq. ft. Total	3,207 sq. ft. garden area
Turf:	RAB turf = 5,561 sq. ft.; Island Turf = 3,361	
Trees –	Taxodium distichum	
Groundcover –	Grassy groundcover	
Features:	3 Divider Islands with landscape beds: Island turf = 3,361 Island beds = 918 sq. ft.	

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (60 yds.) Apply pre-emergent 3" spade edge to bed	
May:	Spot treat/remove weeds, litter on weekly basis	
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed. Apply 3 month fertilizer to beds	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to loosen and refresh. Apply 3 month fertilizer to beds 3" spade edge to bed Apply pre-emergent	
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

116th St. and Ditch Rd. Roundabout *

Roundabout:	Irrigated	116' Dia.	5,024 sq. ft. turf
Landscape:			196 sq. ft. garden area
Trees –	London Plane (10)		
Features:	All turf, except 10 london plane trees with 5' wide rock mulch =196 sq. ft.		

Maintenance Required:

	<u><i>Landscape Bed</i></u>	<u><i>Trees and Shrubs</i></u>
April:	Clean-up litter Remove weeds Apply pre-emergent 3" spade edge to bed	
May:	Spot treat/remove weeds, litter on weekly basis	
June:	Spot treat/remove weeds, litter on weekly basis	
July:	Spot treat/remove weeds, litter on weekly basis	
August:	Spot treat/remove weeds, litter on weekly basis	
September:	Spot treat/remove weeds, litter on weekly basis Apply 3 month fertilizer to beds 3" spade edge to bed Apply pre-emergent	
October:	Spot treat/remove weeds, litter on weekly basis	
Late October/Early November:	Fall clean-up of dead plant material	

10,370 sq. ft Total

94' Dia.

2,636 sq. ft. of garden

Turf Islands = 1,880 sq. ft. RAB Turf: 5,884 sq. ft.

Liriope, Panicum

Cotoneaster, Myrica pensylvanica, Viburnum opulus 'Compactum'

2/3 of area is sod

Stone retaining wall.

Landscape Bed

April:

- Clean-up litter, dead plant material
- Remove weeds
- Apply 2" brown dyed hardwood mulch (14 yds.)
- Apply pre-emergent
- 3" spade edge to bed
- Apply 3 month fertilizer to beds

Spot treat/remove weeds, litter on weekly basis

Spray Cotoneaster for bagworms

Spot treat/remove weeds, litter on weekly basis

Prune and shape shrubs
after blooming
Re-spray for bagworms

Spot treat/remove weeds, litter on weekly basis

Spot treat/remove weeds, litter on weekly basis

Spot treat/remove weeds, litter on weekly basis
Deadhead Liriope as needed
Rake mulch to refresh
3" spade edge to bed
Apply 3 month fertilizer to beds
Apply pre-emergent
Deadhead Liriope as needed

Trim and shape Myrica

Spot treat/remove weeds, litter on weekly basis
Deadhead Liriope as needed

Fall clean-up of dead plant material
Grasses remain uncut

Fall clean-up of dead plant material
Cut perennials to 1" above ground
Grasses remain uncut

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

116th St. and Spring Mill Rd. Roundabout

7,776 sq. ft. Total

Roundabout:	Irrigated	106' Dia.	
Landscape:		RAB Beds:	2,039 sq. ft. of garden
Turf:	Divider Island Turf: 2,074 sq. ft.	RAB Turf: 3,609 sq. ft.	
Perennials –	Liriope, Panicum		
Shrubs –	Cotoneaster, Myrica pensylvanica, Viburnum opulus 'Compactum'		
Features -	Stone retaining wall and centrally located 4' dia. decorative urn.		

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Remove weeds Apply 2" brown dyed hardwood mulch (18 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Spray Cotoneaster for bagworms
June:	Spot treat/remove weeds, litter on weekly basis	Prune and shape shrubs after blooming Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis	
August:	Spot treat/remove weeds, litter on weekly basis	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead Liriope as needed Rake mulch to refresh Apply 3 month fertilizer to beds 3" spade edge to bed Apply pre-emergent	Trim and shape Myrica
October:	Spot treat/remove weeds, litter on weekly basis	
Late October/Early November:	Fall clean-up of dead plant material Grasses remain uncut	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

126th St. and Hazel Dell Pkwy Roundabout

12,544 sq. ft. Total

Roundabout: No Irrigation 94' Dia.
Landscape: 74' Bed Dia. RAB Bed: 2,826 sq. ft. garden area
Turf: Divider Island Turf: 5,900 sq. ft. RAB Turf = 3,818 sq. ft.

Perennials – Hemerocallis, Salvia, Miscanthus
Shrubs – Juniperus, 'Knock Out' Cherry Red Roses
Trees - Malus
Sod – 15' border around perimeter of landscape.

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material Remove weeds Cut ornamental grasses to 6" Apply pre-emergent Apply 2" brown dyed hardwood mulch (20 yds.) 3" spade edge to bed Apply rose food to each rose shrub Apply 3 month fertilizer to beds	Prune and shape Juniperus after threat of frost Prune and shape Roses after threat of frost
May:	Spot treat/remove weeds, litter on weekly basis Apply rose food Apply systemic 3 month rose insecticide, fungicide	Spray Junipers for bagworms
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply rose food	Re-spray for bagworms Prune Malus after bloom, remove sucker growth
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed. Apply rose food	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to refresh Apply 3 month fertilizer to beds. 3" spade edge to bed Apply pre-emergent	Shape Junipers Remove sucker growth from Malus
October:	Remove weeds, litter on weekly basis Deadhead perennials as needed	Trim and shape roses
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

126th St. and Illinois St. Roundabout

15,683 sq. ft. TOTAL AREA

Roundabout:	Irrigated	50' Dia.	3,214 sq. ft. landscape bed area
Landscape:	Divider Island bed: 300 sq. ft.		RAB bed: 2,914 sq. ft. of garden
Turf:	Divider Island turf: 5,536 sq. ft.		RAB turf: 6,933 sq. ft.

Perennials –	Hemerocallis, Liriope, Panicum
Shrubs –	Amelanchier, Cotoneaster, Hydrangea quercifolia, Myrica pennsylvanica
Sod –	½ of area is turf
Features -	Stone retaining wall with circular center planted with shrubs.

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material Cut back ornamental grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (24 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis.	Prune/shape Amelanchier, Cotoneaster, Myrica Remove sucker growth Spray Cotoneaster for bagworms
June:	Spot treat/remove weeds, litter on weekly basis.	Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead Hemerocallis, Liriope as needed	
September:	Spot treat/remove weeds, litter on weekly basis Rake mulch to refresh 3" spade edge to bed Apply pre-emergent Apply 3 month fertilizer to beds. Deadhead Hemerocallis as needed	Shape Myrica
October:	Spot treat/remove weeds, litter on weekly basis Deadhead Hemerocallis, Liriope as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

126th St. and Towne Rd. Roundabout *

8,434 sq. ft. TOTAL AREA

Roundabout and Divider Islands: Irrigated 99' Dia.

RAB Information:

Turf: 4,310 sq. ft. Beds: 2,048 sq. ft.

Divider Island Information:

Turf: 1,179 sq. ft. Beds: 897 sq. ft.

6,406 sq. ft. Turf **2,945 sq. ft. Garden Area**

Perennials – Achillea 'Moonshine' (Yarrow), Coreopsis verticillata 'Moonbeam' (Coreopsis), Echinacea purpurea (Purple Coneflower), Hemerocallis 'Happy Returns' (Daylily), Leucanthemum x superba 'Snowcap' (Shasta Daisy), Rudbeckia subtomentosa (Sweet Black-Eyed Susan), Salvia nemerosa 'May Night' (Salvia), Sedum 'Autumn Joy' (Sedum)

Grasses- Pennisetum a. 'Hameln' (Dwarf Fountain Grass)

Groundcover- Euonymus fortunei 'Coloratus' (Wintercreeper)

Shrubs – Juniperus horizontalis (Andorra Juniper), Viburnum plicatum var. tomentosum 'Shasta' (Doublefile Viburnum)

Trees - Quercus rubra (Red Oak)

Sod – 23' sod border on N half of RAB, 10' sod border on S half.

Features: Sidewalk = 5' wide. Stone retaining wall, central half circle perennial planting, central half circle groundcover planting area surrounding a single oak tree. Includes three island beds at 293 sq. ft. each = 897 sq. ft. total.

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (60 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Spray for bagworms late May Shape junipers
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Shape viburnum after blooms are spent Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to loosen and refresh. 3" spade edge to bed Apply 3 month fertilizer to beds Apply pre-emergent	Shape junipers Trim back euonymus
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

131st St. and Clay Center Rd. Roundabout *

Roundabout and Divider Islands: **Irrigated** **102' Dia.** **10,033 sq. ft.**
4,822 sq. ft. garden area

Perennials – Liriope
Grasses – Calamagrostis
Shrubs – Juniperus
Sod – 8' border around perimeter of landscape bed; 2 sections of turf (21' wide) = 4,504 sq. ft.
Trees – 8 trees in rock mulch center
Features: 2 Stone Walls, 7' wide circle landscape perimeter around 30' D center of rock mulch
 4 Divider Islands: 3 x (27' x 6' and 24' x 15') and 1 bed (6' x 25' and 6' x 25') = 1,866 sq. ft.

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Spray for bagworms late May Shape junipers.
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to loosen and refresh. Apply 3 month fertilizer to beds 3" spade edge to bed Apply pre-emergent	Shape junipers
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

Fall clean-up of dead plant material
Cut perennials to 1" above ground
Grasses remain uncut

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

131st St. and Hazel Dell Pkwy. Roundabout

14,042 sq. ft. TOTAL AREA

Roundabout: No Irrigation 94' Dia. 64' Bed Dia.

Landscape: RAB Bed: 2,826 sq. ft. 2,826 sq. ft. garden area

Turf: Divider Islands Turf: 7,106 sq. ft. RAB Turf: 4,110 sq. ft.

Perennials – Hemerocallis, Salvia, Miscanthus
Shrubs – Juniperus, Knock Out Cherry Red Roses
Trees - Malus
Sod – 15' border around perimeter of landscape bed

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Remove weeds Cut ornamental grasses Apply 2" brown dyed hardwood mulch (20 yds.) 3" spade edge to bed Apply pre-emergent Apply 3 month fertilizer to beds Apply rose food to each rose	Prune and shape Juniperus after threat of frost Prune and shape Roses after threat of frost
May:	Spot treat/remove weeds, litter on weekly basis Apply rose food Apply 3 month systemic insecticide, fungicide to roses	Spray junipers for bagworms
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply rose food	Re-spray for bagworms Prune Malus, remove sucker growth
July:	Remove weeds, litter on weekly basis Deadhead perennials as needed Apply rose food	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply 3 month fertilizer to beds Rake mulch to refresh 3" spade edge to bed Apply pre-emergent	Prune and shape Junipers Remove sucker growth from Malus
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Trim and shape roses
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

131st St. and Illinois St. Roundabout *

11,591 sq. ft. TOTAL AREA

Roundabout: Irrigated 80' Dia. 4,718 sq. ft. Total Garden Bed

Landscape: Divider Island Bed: 1,622 sq. ft. RAB Bed: 3,096 sq. ft.
Turf: Divider Island Turf: 3,871 sq. ft. RAB Turf: 3,002 sq. ft.

Perennials - Echinacea, Sedum, Euonymus, Pennisetum
Shrubs - Buxus
Trees - Acer
Sod - 2/3 of roundabout is sod.
Features - Stone retaining wall with 8' dia. planting urn for annuals.
 Includes dividing islands, (4), 8' X 31' = 992 sq. ft.
 Plus (1) bed within an island at 18' X 35' = 630sq. ft.

Maintenance Required:

Landscape Bed

Trees and Shrubs

April:

Clean-up litter, dead plant material, cut grasses to 6"
Remove weeds
Apply 2" brown dyed hardwood mulch (20 yds.)
Apply pre-emergent
3" spade edge to bed
Apply 3 month fertilizer to beds

May:

Spot treat/remove weeds, litter on weekly basis.

Trim Euonymus, shape Buxus

June:

Spot treat/remove weeds, litter on weekly basis.

Prune and shape Acer

July:

Spot treat/remove weeds, litter on weekly basis.

August:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed

September:

Spot treat/remove weeds, litter on weekly basis
Rake mulch to refresh
3" spade edge to bed
Apply pre-emergent
Apply 3 month fertilizer to beds.
Deadhead perennials as needed

Shape Buxus
Trim Euonymus

October:

Spot treat/remove weeds, litter on weekly basis

Late October/Early November:

Fall clean-up of dead plant material
Cut perennials to 1" above ground
Grasses remain uncut

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

131st St. and Spring Mill Rd. Roundabout *

10,995 sq. ft. TOTAL AREA

Roundabout: Irrigated 60' Dia.

Landscape: Divider Island Bed: 1,430 sq. ft. RAB Bed: 3,474 sq. ft. **4,904 sq. ft. of garden**

Turf: Divider Island Turf: 1,398 sq. ft. RAB Turf: 4,693 sq. ft.

Perennials – Euonymus, Pennisetum, Sedum

Shrubs – Buxus

Trees- Acer

**Features - Stone retaining wall and centrally located 4' dia. decorative urn.
 Includes divider island plantings (5 beds), 3 X 8' X 23" = 552 sq. ft., 1 X 18' X 35' = 630 sq. ft.,
 1 X 8' X 31' = 248 sq. ft.**

Maintenance Required:

Landscape Bed

Trees and Shrubs

April:

Clean-up litter, dead plant material, cut grasses to 6"
 Remove weeds
 Apply 2" brown dyed hardwood mulch (32 yds.)
 Apply pre-emergent
 3" spade edge to bed

May:

Apply 3 month fertilizer to beds
 Spot treat/remove weeds, litter on weekly basis

Spray for bagworms late May
 Shape/prune Acer
 Trim Euonymus

June:

Spot treat/remove weeds, litter on weekly basis

Shape Buxus
 Re-spray for bagworms

July:

Spot treat/remove weeds, litter on weekly basis

August:

Spot treat/remove weeds, litter on weekly basis

September:

Spot treat/remove weeds, litter on weekly basis
 Rake mulch to refresh
 3" spade edge to bed
 Apply 3 month fertilizer to beds
 Apply pre-emergent

Shape Buxus
 Trim Euonymus

October:

Spot treat/remove weeds, litter on weekly basis

Late October/Early November:

Fall clean-up of dead plant material
 Cut perennials to 1" above ground
 Grasses remain uncut

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

131st St. and Towne Rd. Roundabout *

9,399 sq. ft. TOTAL AREA

Roundabout and Divider Islands: Irrigated 99' Dia.

RAB Information:

Turf: 4,546 sq. ft. Beds: 2,098 sq. ft.

Divider Island Information:

Turf: 1,860 sq. ft. Beds: 897 sq. ft.

6,406 sq. ft. Turf **2,993 sq. ft. Garden Area**

Perennials – Achillea 'Moonshine' (Yarrow), Coreopsis verticillata 'Moonbeam' (Coreopsis), Echinacea purpurea (Purple Coneflower), Hemerocallis 'Happy Returns' (Daylily), Leucanthemum x superba 'Snowcap' (Shasta Daisy), Rudbeckia subtomentosa (Sweet Black-Eyed Susan), Salvia nemerosa 'May Night' (Salvia), Sedum 'Autumn Joy' (Sedum)

Grasses- Pennisetum a. 'Hameln' (Dwarf Fountain Grass)

Groundcover- Euonymus fortunei 'Coloratus' (Wintercreeper)

Shrubs – Juniperus horizontalis (Andorra Juniper), Viburnum plicatum var. tomentosum 'Shasta' (Doublefile Viburnum)

Trees - Quercus rubra (Red Oak)

Sod – 23' sod border on N half of RAB, 10' sod border on S half.

Features: Sidewalk = 5' wide. Stone retaining wall, central half circle perennial planting, central half circle groundcover planting area surrounding a single oak tree. Includes three island beds at 293 sq. ft. each = 897 sq. ft. total.

Maintenance Required:

Landscape Bed

Trees and Shrubs

April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (60 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Spray for bagworms late May Shape junipers
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Shape viburnum after blooms are spent Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to loosen and refresh. 3" spade edge to bed Apply 3 month fertilizer to beds Apply pre-emergent	Shape junipers Trim back euonymus
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

136th St. and Ditch Rd. Roundabout * **8,482 sq. ft. TOTAL AREA**

Roundabout: **Irrigated** **102' Dia.** **89' Dia. Bed Area**

Landscape: **Divider Island Bed: 366 sq. ft.** **RAB Bed: 4,534** **4,900 sq. ft. garden area**

Turf: **Divider Island Turf: 2,038 sq. ft.** **RAB Turf: 1,544 sq. ft.**

Perennials – **Coreopsis, Hemerocallis, Salvia, Sedum, Solidago, Vinca,**

Shrubs – **Buxus, Syringa**

Sod – **5' border around perimeter of landscape bed**

Features: **Stone retaining wall and centrally located 8' dia. decorative urn.**

Includes crosswalks planted with Sedum = 1,040 sq. ft.

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material Remove weeds Cut ornamental grasses Apply pre-emergent Apply 2" brown dyed hardwood mulch (35 yds.) 3" spade edge to bed Apply 3 month fertilizer to beds	Prune and shape Buxus after threat of frost
May:	Spot treat/remove weeds, litter on weekly basis	
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Prune Syringa after blooming
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed. Rake mulch to refresh. Apply 3 month fertilizer to beds. 3" spade edge to bed. Apply pre-emergent.	Prune and shape Buxus
October:	Spot treat/remove weeds, litter on weekly basis. Deadhead perennials as needed.	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground.	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

136th St. and Oak Ridge Rd./ Illinois St. Roundabout *			12,304 sq. ft. TOTAL AREA
Roundabout:	Irrigated	106' Dia.	
Landscape:	Div. Island Bed: 690 sq. ft.	RAB Bed: 4,454 sq. ft.	5,144 sq. ft. TOTAL GARDEN
Turf:	Divider Island Turf: 4,970 sq. ft.	RAB Turf: 2,190 sq. ft.	
Perennials –	Hemerocallis 'Stella D' Oro', Pennisetum,		
Shrubs –	Buxus		
Trees-	Acer ginnala 'Gold Flame'		
Features -	Stone retaining wall and central circular planting area.		
	Includes divider island plantings (4 beds), 8' X 28' = 896 sq. ft.		

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (24 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Shape/prune Acer Remove sucker growth from Acer
June:	Spot treat/remove weeds, litter on weekly basis	Shape Buxus
July:	Spot treat/remove weeds, litter on weekly basis Deadhead Hemerocallis	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead Hemerocallis	
September:	Spot treat/remove weeds, litter on weekly basis Rake mulch to refresh 3" spade edge to bed Apply pre-emergent Apply 3 month fertilizer to beds Deadhead Hemerocallis	Shape Buxus Shape Acer, remove sucker growth
October:	Spot treat/remove weeds, litter on weekly basis Deadhead Hemerocallis	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

136th St. and Spring Mill Rd. Roundabout * **10,887 sq. ft. TOTAL AREA**

Roundabout: **Irrigated** **73' Dia.** **63' Bed Dia.**

Landscape: Div. Island Bed: 798 sq. ft. RAB Bed: 6,079 sq. ft. **6,877 sq. ft. TOTAL BED AREA**

Turf: Divider Island Turf: 1,922 sq. ft. RAB Turf: 2,088 sq. ft.

Perennials – Coreopsis, Hemerocallis, Salvia, Sedum, Solidago, Vinca,
Shrubs – Buxus, Syringa
Sod – 5' border around perimeter of landscape bed
Features- Stone retaining wall and centrally located 8' dia. decorative urn.
 Includes crosswalks planted with Sedum = 1,040 sq. ft.

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Remove weeds Apply 2" brown dyed hardwood mulch (20 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	Prune and shape Buxus after threat of frost is over
May:	Spot treat/remove weeds, litter on weekly basis	
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Prune Syringa after blooming
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Rake mulch to loosen and refresh. Apply 3 month fertilizer to beds. 3" spade edge to bed Apply pre-emergent	Prune and shape Buxus
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

136th St. and Towne Rd. Roundabout *

16,685 sq. ft. TOTAL AREA

Roundabout:	Irrigated	94' Dia.
Landscape:	RAB Bed: 5,026	5,026 sq. ft. TOTAL GARDEN AREA
Turf:	Divider Island Turf: 9,450 sq. ft.	RAB Turf: 2,209 sq. ft.
Perennials –	Narcissus	
Shrubs –	Juniperus, chinensis "Sea Green"	
Grasses –	Calamagrostis x acutiflora "Karl Foerster", Pennisetumalupecuroides, "Hameln"	
Trees –	Sweetgum (5)	
Sod –	10' border around perimeter of landscape bed = 2,209 sq. ft.	
Features:	4' concrete sidewalk around RAB. 4 Divider Islands with turf. N= 3,888 sq. ft., S= 3,996 sq. ft., E=1,026 sq. ft., W= 540 sq. ft.	

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (60 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis	Spray for bagworms late May Shape junipers
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply 3 month fertilizer to beds Rake mulch to loosen and refresh. 3" spade edge to bed Apply pre-emergent	Shape junipers
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

141st St. and Ditch Rd. Roundabout *

10,593 sq. ft. TOTAL AREA

Roundabout:	Irrigated	106' Dia.	
Landscape:	Divider Island Bed: 484 sq. ft.	RAB Bed: 4,139 sq. ft.	4,623 sq. ft. TOTAL GARDEN
Turf:	Divider Island Turf: 1,289 sq. ft.	RAB Turf: 4,681 sq. ft.	
Perennials -	Aster, Echinacea, Hemerocallis, Rudbeckia, Sedum		
Shrubs -	Amelanchier, Buxus, Hydrangea quercifolia, Roses, Yew		
Features -	Includes small garden areas (4) in adjoining lane dividers, 13' X 10' each = 520 sq. ft. Decorative urns, (3), 2'-3' dia.		

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material Remove weeds Cut ornamental grasses to 6" Apply pre-emergent Apply 2" brown dyed hardwood mulch (17 yds.) 3" spade edge to bed Apply 3 month fertilizer to beds Apply rose food to each rose	
May:	Spot treat/remove weeds, litter on weekly basis Apply rose food Apply 3 month systemic rose insecticide, fungicide	Spray Yews for bagworms Shape roses Shape Yews, Buxus
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply rose food	Re-spray for bagworms Shape Amelanchier, cut suckers and sprouts
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply rose food	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Rake mulch to refresh. Deadhead perennials as needed Apply 3 month fertilizer to beds. 3" spade edge to bed Apply pre-emergent	Prune and shape Buxus, Cut suckers from Amelanchier
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Trim roses for winter
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

141st St. and Spring Mill Rd. Roundabout *

7,959 sq. ft. TOTAL AREA

Roundabout:	Irrigated	92' Dia.	60' Bed Dia.	
Landscape:	Divider Island Bed: 372 sq. ft.		RAB Bed: 3,758 sq. ft.	4,130 sq. ft. garden area
Turf:	Divider Island Turf: 943 sq. ft.		RAB Turf: 2,886 sq. ft.	
Perennials –	Aster, Calamagrostis, Hemerocallis, Leucanthemum, Perovskia, Euonymus, Salvia, Sedum			
Shrubs –	Amelanchier, Buxus, Hydrangea quercifolia, Rose, Yew			
Trees -	Picea			
Sod –	15' of sod bordering landscape bed			
Features:	3 stone urns, 3' dia.. Limestone retaining wall circling area.			
	Divider Islands, (3), planted with Buxus and Roses, 13' X 10' each =390 sq. ft.			

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material, cut grasses to 6" Remove weeds Apply 2" brown dyed hardwood mulch (20 yds.) Apply pre-emergent 3" spade edge to bed Apply 3 month fertilizer to beds Apply rose food to each rose	Prune and shape Buxus Shape Yews after threat of frost is over
May:	Spot treat/remove weeds, litter on weekly basis Apply 3 month systemic rose insecticide, fungicide Apply rose food	Prune Amelanchier, remove suckers, sprouts Trim and shape roses Spray Picea for bagworms
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply rose food	Prune Syringa after blooming Re-spray for bagworms
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed. Apply rose food	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Apply 3 month fertilizer to beds Deadhead perennials as needed Rake mulch to loosen and refresh. 3" spade edge to bed Apply pre-emergent	Prune and shape Buxus Shape Yews
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Trim and shape roses
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

Oak Ridge Rd. and Adios Pass Roundabout *			6,792 sq. ft. TOTAL AREA
Roundabout:	Irrigated	83' Dia.	70' Dia. Bed Area
Landscape:	Divider Island Bed: 236 sq. ft.		RAB Bed: 4,069 sq. ft. 4,305 sq. ft. of garden
Turf:	Divider Island Turf: 1,018 sq. ft.		RAB Turf: 1,469 sq. ft.
Perennials -	Achillea, Alchemilla, Anemone, Calamagrostis, Coreopsis, Deschampsia, Euphorbia, Geranium, Hemerocallis, Hosta, Leucanthemum, Liatris, Nepeta, Salvia, Sedum, Solidago, Veronica, Vinca (groundcover), Waldensteinia (groundcover)		
Shrubs -	Buxus, Euonymus alatus, Juniperus, Spirea, Taxus		
Trees -	Prunus		
Features-	Stone retaining wall and centrally located 8' dia. decorative urn. Includes crosswalks and corners planted with Sedum = 810 sq. ft.		

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Remove weeds Cut ornamental grasses Apply pre-emergent Apply 2" brown dyed hardwood mulch (28 yds.) 3" spade edge to bed Apply 3 month fertilizer to beds	Prune and shape Buxus, Euonymus, Juniperus, Spirea, and Taxus after threat of frost is over
May:	Spot treat/remove weeds, litter on weekly basis	Spray Junipers, Taxus for bagworms
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Re-spray for bagworms Prune Prunus after bloom, cut suckers and sprouts
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	Deadhead and shape Spirea after blooming.
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Apply pre-emergent. Deadhead perennials as needed Rake mulch to refresh Apply 3 month fertilizer to beds. 3" spade edge to bed	Prune and shape Buxus, Euonymus, Taxus Juniperus and Prunus suckers, sprouts
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Deadhead and shape Spirea
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut through winter	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

Oak Ridge Rd. and Bennett Rd. Roundabout * **7,018 sq. ft. TOTAL AREA**

Roundabout: **Irrigated** **83' Dia.** **70' Dia. Bed Area**

Landscape: **Divider Island Bed: 266 sq. ft.** **RAB Bed: 4,298 sq. ft.** **4,564 sq. ft. TOTAL GARDEN AREA**

Turf: **Divider Island Turf: 1,215 sq. ft.** **RAB Turf: 1,239 sq. ft.**

Perennials - Achillea, Alchemilla, Anemone, Calamagrostis, Coreopsis, Deschampsia, Euphorbia, Geranium, Hemerocallis, Hosta, Leucanthemum, Liatris, Nepeta, Salvia, Sedum, Solidago, Veronica, Vinca (groundcover), Waldensteinia (groundcover)
Shrubs - Buxus, Euonymus alatus, Juniperus, Spirea, Taxus
Trees - Prunus
Features- Stone retaining wall and centrally located 8' dia. decorative urn.
 Includes crosswalks planted with Sedum, 810 sq. ft.

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Remove weeds Cut ornamental grasses to 6" Apply pre-emergent Apply 2" brown dyed hardwood mulch (28 yds.) 3" spade edge to bed Apply 3 month fertilizer to beds	Prune and shape Buxus, Euonymus, Juniperus, Spirea, and Taxus after threat of frost is over
May:	Spot treat/remove weeds, litter on weekly basis	Spray Juniper, Taxus for bagworms
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Re-spray for bagworms Prune Prunus after bloom, cut suckers and sprouts
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed.	Deadhead and shape Spirea after blooming
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis. Deadhead perennials as needed . Rake mulch to refresh . 3" spade edge to bed. Apply 3 month fertilizer to beds. Apply pre-emergent	Prune and shape Buxus, Euonymus, Taxus Juniperus and Prunus cut suckers and sprouts.
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Deadhead and shape Spirea
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncul	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

Medians – 116th St. from College Ave. to Rangeline Rd. / and Rangeline Rd. to Keystone

Irrigated	Medians: 9	60,655 sq. ft. Total
Landscape:		40,088 sq. ft. of garden

Perennials -	Hemerocallis, Perovskia, Sedum
Grass -	Calamagrostis
Shrubs -	Junipers
Trees -	Gleditsia
Features-	Includes Juniper beds by Greek Tony's.

Maintenance Required:

	<i>Landscape Bed</i>	<i>Trees and Shrubs</i>
April:	Clean-up litter, dead plant material Remove weeds Cut ornamental grasses Apply pre-emergent Apply 2" brown dyed hardwood mulch (247 yds.) 3" spade edge to bed Apply 3 month fertilizer to beds	Remove Gleditsia suckers and sprouts
May:	Spot treat/remove weeds, litter on weekly basis	Spray junipers for bagworms around May 30 th .
June:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	Re-spray for bagworms around June 14 th .
July:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply 3 month fertilizer to beds	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed Apply pre-emergent Rake mulch to refresh 3" spade edge to bed	Remove Gleditsia suckers and sprouts
October:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
Late October/Early November:	Fall clean-up of dead plant material Cut perennials to 1" above ground Grasses remain uncut through winter.	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

Medians – 131st St. from Shelborne Rd. to Ditch Rd.

115,178 sq. ft.

No irrigation

Landscape:

1,416 sq. ft. of garden area

Grass - Pennisetum a. 'Hameln' (Dwarf Fountain Grass) planted at crosswalks

Maintenance Required:

Landscape Bed

Trees, Shrubs, Groundcover

April:

Clean-up litter, dead plant material
Cut back ornamental grasses to 4 to 6"
Remove weeds
Apply pre-emergent herbicide
Apply 2" brown dyed hardwood mulch (8 yds.)
3" spade edge to beds
Apply 3 month fertilizer to beds

May:

Spot treat/remove weeds, litter on weekly basis.

June:

Spot treat/remove weeds, litter on weekly basis.

July:

Spot treat/remove weeds, litter on weekly basis.
Apply 3 month fertilizer to beds. .

August:

Spot treat/remove weeds, litter on weekly basis

September:

Spot treat/remove weeds, litter on weekly basis
Apply pre-emergent
Rake mulch to refresh
3" spade edge to bed

October:

Spot treat/remove weeds, litter on weekly basis

Late October/Early November:

Fall clean-up of dead plant material
Grasses remain uncut through winter

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

Medians – City Center Rd. from Carmel Dr. to 3rd Ave. **228,055 sq. ft.**

Not Irrigated **Lawn medians with 350 trees**

Landscape: **22 Bed Areas in R.O.W. 18,437 sq. ft. of garden area**

Perennials - Achillea millefolium 'Terra Cotta', Coreopsis verticillata 'Crème Brulee', Perovskia atriplicifolia 'Little Spire', Nepeta racemosa 'Walker's Low', Salvia nemerosa 'May Night', Sedum spectabile 'Autumn Joy'

Grass - Calamagrostis acutiflora 'Karl Foerster', Miscanthus sinensis 'Yaku Jima'

Trees - Carpinus betula 'Columnaris'

Maintenance Required:

Landscape Bed

Trees and Shrubs

April:

Clean-up litter, dead plant material
Remove weeds
Cut ornamental grasses to 6" or less
Apply pre-emergent
Apply 2" brown dyed hardwood mulch (100 yds.)
3" spade edge to bed
Apply 3 month fertilizer to beds

May:

Spot treat/remove weeds, litter on weekly basis

June:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed

July:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed
Apply 3 month fertilizer to beds

August:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed

September:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed
Apply pre-emergent
Rake mulch to refresh
3" spade edge to bed

October:

Spot treat/remove weeds, litter on weekly basis
Deadhead perennials as needed

Late October/Early November:

Fall clean-up of dead plant material
Cut perennials to 1" above ground
Grasses remain uncut through winter.

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

Medians – Ditch Rd. from 141st St. to 146th St.
Irrigated

25,088 sq. ft.

Landscape: 5 Bed Areas, 5.5' X 75' each =

2,063 sq. ft. of garden area

Perennials – Calamagrostis
Shrubs – Buxus, Roses

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Cut back ornamental grasses to 4 to 6" Remove weeds Apply pre-emergent Apply 2" brown dyed hardwood mulch (12 yds.) 3" spade edge to beds Apply rose food Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis. Apply rose food Apply systemic 3 month insecticide/fungicide to roses	Shape Buxus Shape roses
June:	Spot treat/remove weeds, litter on weekly basis. Apply rose food	
July:	Spot treat/remove weeds, litter on weekly basis. Apply 3 month fertilizer to beds. Apply rose food.	
August:	Spot treat/remove weeds, litter on weekly basis	
September:	Spot treat/remove weeds, litter on weekly basis Apply pre-emergent Rake mulch to refresh 3" spade edge to bed	Shape Buxus Shape Roses
October:	Spot treat/remove weeds, litter on weekly basis	
Late October/Early November:	Fall clean-up of dead plant material Grasses remain uncut through winter	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

Medians – Grande Boulevard E. from Old Meridian to Guilford **46,900 sq. ft.**
Non Irrigated **Includes 2 Medians with 5,024 sq. ft. of sod and R.O.W. = 20,100 sq. ft.**

Landscape: **21,776 sq. ft. of garden area**

Perennials -	Coreopsis verticillata 'Rosea', Sedum spectabile 'Brilliant', Hosta sieboldiana 'Francis Williams'
Bulbs-	Narcissus (white)
Grass-	Pennisetum A. 'Hameln', Sporobolus heterolepis
Groundcover -	Vinca minor
Shrubs -	Aronia Arbutifolia 'Brilliantissima', Rosa x 'Nearly Wild', Taxus x media 'Wardii'
Trees –	Quercus bicolor, Amelanchier arborea, Prunus virginiana 'Canada Red Select', Carpinus betulus
Features-	Planters containing Picea glauca with annual border

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees, Shrubs, Groundcover</u>
April:	Clean-up litter, dead plant material Cut back ornamental grasses to 4 to 6" Remove weeds Apply pre-emergent herbicide Apply 2" brown dyed hardwood mulch (130 yds.) 3" spade edge to beds Apply 3 month fertilizer to beds Apply rose food to each rose shrub	
May:	Spot treat/remove weeds, litter on weekly basis. Apply rose food to each shrub Apply systemic 3 month rose insecticide, fungicide	Shape Taxus and Roses
June:	Spot treat/remove weeds, litter on weekly basis. Apply rose food to each rose shrub	
July:	Spot treat/remove weeds, litter on weekly basis. Apply 3 month fertilizer to beds. Trim coreopsis back to half its height. Apply rose food to each rose shrub Deadhead perennials as needed	
August:	Spot treat/remove weeds, litter on weekly basis Deadhead perennials as needed	
September:	Spot treat/remove weeds, litter on weekly basis Apply pre-emergent Rake mulch to refresh 3" spade edge to bed	Shape Taxus and Roses
October:	Spot treat/remove weeds, litter on weekly basis	
Late October/Early November:	Fall clean-up of dead plant material Grasses remain uncut through winter.	

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

Medians – Illinois St. from 121st to 126th St.
Irrigated

7,080 sq. ft. total garden area

Landscape:

3.5' X 360' =
(South of roundabout at 126th St., a.k.a. Carmel Dr.)

1,260 sq. ft. of garden

Perennials- Calamagrostis
Shrubs- Viburnum opulus 'Compactum'

6' X 970' =
(Brick Wall border at 121st)

5,820 sq. ft. of garden

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees and Shrubs</u>
April:	Clean-up litter, dead plant material Cut back ornamental grasses to 6" Remove weeds Apply pre-emergent Apply 2" brown dyed hardwood mulch (43 yds.) 3" spade edge to beds Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis.	Shape - Viburnum after blooming Spray Viburnum for bagworms May 30 th .
June:	Spot treat/remove weeds, litter on weekly basis.	Re-spray for bagworms June 14 th .
July:	Spot treat/remove weeds, litter on weekly basis. Apply 3 month fertilizer to beds.	
August:	Spot treat/remove weeds, litter on weekly basis	
September:	Spot treat/remove weeds, litter on weekly basis Apply pre-emergent Rake mulch to refresh 3" spade edge to beds	
October:	Spot treat/remove weeds, litter on weekly basis	
Late October/Early November:	Fall clean-up of dead plant material Grasses remain uncut through winter.	

City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010

Medians – Pennsylvania St. from 106th St. to South of 103rd St. 259,167 sq. ft.
No Irrigation 13,989 sq. ft. landscape

Landscape: Trees, 201, planted in landscaped areas and turf areas

Perennials – Hemerocallis 'Stella D'Oro', Stachys 'Hummelo'
Grass - Pennisetum alopecuroides 'Hameln'
Shrubs - Buxus glencoe 'Chicagoland Green', Juniperus chinensis 'Sea Green', Rosa 'Meivahyn'
Trees - Fagus sylvatica 'Purpurea Tricolor', Zelkova serrata 'Village Green'

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees, Shrubs, Groundcover</u>
April:	Clean-up litter, dead plant material Cut back ornamental grasses to 4 to 6" Remove weeds Apply pre-emergent herbicide Apply 2" brown dyed hardwood mulch (85 yds.) 3" spade edge to beds Apply 3 month fertilizer to beds Apply rose food to each rose shrub	
May:	Spot treat/remove weeds, litter on weekly basis. Apply rose food to each shrub Apply systemic 3 month rose insecticide and fungicide	Shape Buxus and Roses Spray Juniperus for bagworms- May 30 th .
June:	Spot treat/remove weeds, litter on weekly basis Apply rose food to each shrub Deadhead perennials as needed.	Re-spray for bagworms- June 14 th .
July:	Spot treat/remove weeds, litter on weekly basis. Apply 3 month fertilizer to beds. Trim coreopsis back to half its height. Apply rose food to each shrub.	
August:	Spot treat/remove weeds, litter on weekly basis	
September:	Spot treat/remove weeds, litter on weekly basis Apply pre-emergent Rake mulch to refresh 3" spade edge to bed Deadhead perennials as needed	Shape Buxus and Roses
October:	Spot treat/remove weeds, litter on weekly basis	
Late October/Early November:	Fall clean-up of dead plant material Grasses remain uncut through winter	

City of Carmel Street Department

Roundabout and Median Landscape Maintenance

Bid Specifications for 2010

Medians – Spring Mill Rd. from 141st St. to 146th St.

24,675 sq. ft. Total

Irrigated

Landscape: **Lawn Areas with 102 Trees**
6 Bed Areas, 5.5' X 75' each =

2,475 sq. ft. of garden area

Perennials – Calamagrostis
Shrubs – Buxus, Roses

Maintenance Required:

Landscape Bed

Trees and Shrubs

April:

- Clean-up litter, dead plant material
- Cut back ornamental grasses to 4 to 6"
- Remove weeds
- Apply pre-emergent
- Apply 2" brown dyed hardwood mulch (15yds.)
- 3" spade edge to beds
- Apply rose food
- Apply 3 month fertilizer to beds

May:

Spot treat/remove weeds, litter on weekly basis.
Apply rose food
Apply systemic 3 month insecticide/fungicide to roses

Shape Buxus
Shape roses

June:

Spot treat/remove weeds, litter on weekly basis.
Apply rose food

July:

Spot treat/remove weeds, litter on weekly basis.
Apply 3 month fertilizer to beds.
Apply rose food.

August:

Spot treat/remove weeds, litter on weekly basis

September:

- Spot treat/remove weeds, litter on weekly basis
- Apply pre-emergent
- Rake mulch to refresh
- 3" spade edge to bed

Shape roses

October:

Spot treat/remove weeds, litter on weekly basis

Late October/Early November:

Fall clean-up of dead plant material
Grasses remain uncut through winter

**City of Carmel Street Department
Roundabout and Median Landscape Maintenance
Bid Specifications for 2010**

Medians – Towne Rd. from 116th St. to 141st St.

228,300 sq. ft. Total

No Irrigation Includes 136 Trees in landscape and turf areas, Garden area, Medians, R.O.W.s, and Divider islands at 141st and 136th.

Landscape: **21,056 sq. ft. landscape areas**

Perennials - Coreopsis verticillata 'Moonbeam'
Groundcover - Euonymus coloratus (Wintercreeper)
Shrubs - Yew
Trees –

Maintenance Required:

	<u>Landscape Bed</u>	<u>Trees, Shrubs, Groundcover</u>
April:	Clean-up litter, dead plant material Cut back ornamental grasses to 4 to 6" Remove weeds Apply pre-emergent herbicide Apply 2" brown dyed hardwood mulch (125 yds.) 3" spade edge to beds Apply 3 month fertilizer to beds	
May:	Spot treat/remove weeds, litter on weekly basis.	Trim Euonymus Shape Yews
June:	Spot treat/remove weeds, litter on weekly basis.	
July:	Spot treat/remove weeds, litter on weekly basis. Apply 3 month fertilizer to beds. Trim coreopsis back to half its height.	
August:	Spot treat/remove weeds, litter on weekly basis	
September:	Spot treat/remove weeds, litter on weekly basis Apply pre-emergent Rake mulch to refresh 3" spade edge to bed	Trim Euonymus Shape Yews
October:	Spot treat/remove weeds, litter on weekly basis	
Late October/Early November:	Fall clean-up of dead plant material Grasses remain uncut through winter	

INSTRUCTIONS FOR PROJECT PROPOSALS

City of Carmel, Indiana

1. PRE-BID CONFERENCE

There will be a Pre-bid conference on Tuesday, February 9th, 2010 at 10:30 a.m. at the Carmel Street Department, 3400 W. 131st Street, Westfield, IN 46074.

2. CONTRACTOR RESPONSIBILITIES

- 2.1 Equipment - All bidders for this Project must have in their possession or available to them by binding agreement at the time of bidding such trucks, devices, string trimmers, mowers, and all other equipment and supplies as are necessary to perform the Project work as outlined in these specifications. The City of Carmel, Indiana ("Owner") may inspect and review, upon request, such equipment and agreements prior to the awarding of a contract hereunder.
- 2.2 Traffic Control - Traffic Control is the sole responsibility of Contractor, and shall be coordinated in advance with the proper Department(s) of the Owner. The Contractor shall be solely responsible for pedestrian and vehicular safety and control within and about the Project work site, and shall provide and use all necessary warning devices, barricades and personnel needed to give safety, protection and warning to persons and vehicular traffic within and about the Project area. The blocking of public streets shall not be permitted unless prior arrangements have been made with the Owner and coordinated with the appropriate City Departments. Traffic control shall be accomplished in conformance with State, County and Local highway construction codes and all other applicable law.
- 2.3 Damages - Any injuries, damages, expenses or loss to any person or property, public or private, as a result of or related to the Project are the sole responsibility of the Contractor and shall be repaired or compensated by the Contractor to the satisfaction of both the injured party and the Owner, at no cost to the Owner. Contractor agrees to hold the Owner harmless in any claim or suit brought or alleged as a result of or arising out of the Project, except for Owner's own intentional or grossly negligent actions.
- 2.4 Insurance - The Contractor shall provide the Owner with a valid and binding Certificate of Insurance for General Liability in an amount as directed by Exhibit "C", Insurance Coverages. The "City of Carmel, Indiana" shall be named as an additional insured on all such insurance policies. The Owner shall be given 30 days prior written notice of same.
- 2.5 Working Hours - The Contractor will schedule Project work to occur between the hours of 7:00 a.m. and 7:00 p.m. Monday through Saturday, only, unless authorized by the Owner in advance.
- 2.6 Execution of Contract - The successful bidder, within five (5) business days of the mailing of written notice of such bidder's selection as the successful bidder, shall enter into a contract ("Contract") with the Owner in substantially the same form and containing all the material terms and conditions contained in the sample contract form included within the bidding documents for the performance of the Project so awarded, and shall simultaneously provide to Owner all of the bonds, indemnities and insurance required hereunder. The Contract, when executed, shall be deemed to include the entire agreement between the parties and Contractor agrees not to base any claim for modification of the Contract upon any prior representation or promises made by representatives of the Owner, or by any other person.
- 2.7 Discontinuance of Work - Any practice that is hazardous, as determined by the Owner in its sole discretion, shall be immediately discontinued by the Contractor upon receipt of either written or oral notice to discontinue such practice from Owner.
- 2.8 Observance of Laws, Ordinances and Regulations - The Contractor, at all times during the term of the Contract, shall observe and abide by all Federal, State and Local laws which in any way

affect the Project or Project work, and shall comply with all decrees and orders of all courts of competent jurisdiction.

- 2.9 Work Modification - Any alteration or modification of the work performed under the Contract shall be made only by written agreement between the Contractor and Owner and shall be made prior to commencement of the altered or modified work. No claim for extra work or materials shall be allowed unless covered by such a written agreement executed by all parties hereto.
- 2.10 Award - For a bid quote to be considered, by the owner, all prices for the Project must be included therein.
- 2.11 Contract Termination - The Owner shall have the right to terminate the Contract or part thereof, before the Project work is completed, in the event:
- A. Previously unknown circumstances arise making it desirable and in the public interest to void the Contract.
 - B. The Contractor is not complying with all of the specifications of the Contract.
 - C. The Contractor is not following proper arboricultural techniques after written notification by the Owner or its authorized representative of its failure to do so.
 - D. The Contractor refuses, neglects or fails to timely and continuously supply properly trained and skilled supervisory personnel and/or workers, proper equipment of the specified quality and quantity, for the completion of the Project.
 - E. The Contractor, in the sole judgement of the Owner, is unnecessarily or willfully delaying the performance and completion of Project work.
 - F. The Contractor fails or refuses to proceed with Project work as directed by the Owner or abandons the Project work.
- 2.12 Indemnification - The Contractor agrees to indemnify, hold harmless, and defend the Owner from and against any and all loss, damage and/or expense which Owner may suffer or for which the Owner may be liable by reason of any injury (including death) or damage to any property arising out of the intentional or negligent acts or failures of Contractor, its employees, subcontractors or agents in or as a result of the execution of the Project work to be performed hereunder or as a result of the chemicals or other substances used by contractor on the Project.

3. TERM

As part of the final contract, the winning bid may be renewed or renegotiated solely at the discretion of the City, as permitted by law. If the City chooses to renew or renegotiate the contract for another year, it will notify Vendor no later than January 15, of the year following execution of the contract. Vendor will then have the opportunity to renew the contract under the same terms, or submit new terms. If any proposed new terms are not acceptable to the City, in the City's own discretion, it can decline to renew the contract and accept bids for the project.

4. METHOD OF PAYMENT

Invoices maybe submitted by the first day of each month and payment of all undisputed portions thereof will be made thirty (30) business days after receipt of same by Owner. Payments will also be conditional upon Contractor receiving a satisfactory bi-weekly inspection report from Owner.

BIDDER'S ITEMIZED PROPOSAL AND DECLARATIONS

City of Carmel, Indiana

Instructions to Bidders:

This form shall be utilized by all Bidders; except as otherwise specifically provided, all Parts shall be fully and accurately completed and notarized.

Project: ***Maintenance for Landscaped Areas of Roundabouts & Medians***

Proposal: Provide weekly care and maintenance for landscaped areas of the following roundabouts and medians:

Roundabout at 96th Street and Ditch Road	2,826 Sq. Ft.
Roundabout at 96th Street and Spring Mill Road	2,890 Sq. Ft.
Roundabout at 96th Street and Westfield Boulevard*	9,723 Sq. Ft.
Roundabout at 103rd Street and Pennsylvania Street*	4,298 Sq. Ft.
Roundabout at 106th Street and Gray Road	4,298 Sq. Ft.
Roundabout at 106th Street and Pennsylvania Street*	4,069 Sq. Ft.
Roundabout at 106th Street and Spring Mill Road	2,921 Sq. Ft.
Roundabout at 116th Street and Clay Center Road*	3,207 Sq. Ft.
Roundabout at 116th Street and Ditch Road	196 Sq. Ft.
Roundabout at 116th Street and Illinois Street	2,636 Sq. Ft.
Roundabout at 116th Street and Shelborne Road*	11,748 Sq. Ft.
Roundabout at 116th Street and Spring Mill Road	2,039 Sq. Ft.
Roundabout at 126th Street and Hazel Dell Parkway	2,826 Sq. Ft.
Roundabout at 126th Street and Illinois Street	3,214 Sq. Ft.
Roundabout at 126th Street and Towne Road*	2,945 Sq. Ft.
Roundabout at 131st Street and Clay Center Road	4,822 Sq. Ft.
Roundabout at 131st Street and Ditch Road	4,522 Sq. Ft.
Roundabout at 131st Street and Hazel Dell Parkway	2,826 Sq. Ft.
Roundabout at 131st Street and Illinois Street*	4,718 Sq. Ft.
Roundabout at 131st Street and Spring Mill Road*	4,904 Sq. Ft.
Roundabout at 131st Street and Towne Road*	2,993 Sq. Ft.

Roundabout at 136th Street and Ditch Road*	4,900 Sq. Ft.
Roundabout at 136th Street and Oak Ridge Road*	5,144 Sq. Ft.
Roundabout at 136th Street and Spring Mill Road*	6,877 Sq. Ft.
Roundabout at 136th Street and Towne Road	5,026 Sq. Ft.
Roundabout at 141st Street and Ditch Road*	4,623 Sq. Ft.
Roundabout at 141st Street and Spring Mill Road*	4,130 Sq. Ft.
Roundabout at Oak Ridge Road and Adios Pass*	4,305 Sq. Ft.
Roundabout at Oak Ridge Road and Bennett Road*	4,564 Sq. Ft.
TOTAL ROUNDABOUT AREA:	124,190 Sq. Ft.

MEDIANS:

116th Street from College Avenue to Keystone (431) (Includes 3 landscaped medians, 1 curbside area by Greek Tony's Restaurant on 116 th Street, and 2 landscaped areas on 116 th Street and Hwy. 431, north side and south side)	40,088 Sq. Ft.
131st Street from Shelborne Road to Ditch Road	1,416 Sq. Ft.
City Center Road from Carmel Drive to 3rd Avenue	18,437 Sq. Ft.
Ditch Road from 141st Street to 146th Street	2,063 Sq. Ft.
Grande Boulevard E. from Old Meridian to Guilford	21, 776 Sq. Ft.
Illinois Street from 121st Street to 126th Street (Includes wall border bed at Spring Lakes Estates)	7,080 Sq. Ft.
Pennsylvania Street from 106th Street to South of 103rd Street (Includes all divider islands)	13,989 Sq. Ft.
Spring Mill Road from 141st Street to 146th Street	2,475 Sq. Ft.
Towne Road from 116th Street to 126th Street	21,056 Sq. Ft.
TOTAL MEDIAN AREA:	128,380 Sq. Ft.
TOTAL ROUNDABOUT AND MEDIAN LANDSCAPED AREA:	252,570 Sq. Ft. 5.80 Acres

***Denotes divider island / median / crosswalk plantings included in square footage of roundabout landscaped areas.**

Such Project landscape work will include the spreading of 1,560 yards of brown dyed enhanced hardwood mulch, the pick up and removal of litter, fertilization, herbicide application, chemical control of bagworm insects on trees and shrubs, the control of weeds within the landscaped areas of the aforementioned roundabout, median and curbside areas. Labor, material and equipment will be supplied by CONTRACTOR. CONTRACTOR shall be responsible for the timely and acceptable performance of all work necessary to accomplish the Project described herein.

**City of Carmel Street Department
Area for Roundabouts Contracted for Maintenance
2010**

ROUNDABOUTS

LANDSCAPE AREA

*96th St. & Ditch Rd.	2,826 sq. ft.	
96th St. & Spring Mill Rd.	2,890 sq. ft.	
96th St. & Westfield Blvd.	9,723 sq. ft.	
103rd St. & Pennsylvania St.	4,298 sq. ft.	
106th St. & Gray Rd.	4,298 sq. ft.	
106th St. & Pennsylvania St.	4,069 sq. ft.	
*106th St. & Spring Mill Rd.	2,921 sq. ft.	
116th St. & Clay Center Rd.	3,207 sq. ft.	
116th St. & Ditch Rd.	196 sq. ft.	
116th St. & Illinois St.	2,636 sq. ft.	
116th St. & Shelborne Rd.	11,748 sq. ft.	
116th St. & Spring Mill Rd.	2,039 sq. ft.	
126th St. & Hazel Dell Pkwy°	2,826 sq. ft.	
126th St. & Illinois St.	3,214 sq. ft.	
126th St. & Towne Rd.	2,945 sq. ft.	
*131st St. & Clay Center Rd.	4,822 sq. ft.	
*131st St. & Ditch Rd.	4,522 sq. ft.	
131st St. & Hazel Dell Pkwy°	2,826 sq. ft.	
131st St. & Illinois St.	4,718 sq. ft.	
131st St. & Spring Mill Rd.	4,904 sq. ft.	
131st St. & Towne Rd.	2,993 sq. ft.	
136th St. & Ditch Rd.	4,900 sq. ft.	
136th St. & Oak Ridge Rd.	5,144 sq. ft.	
136th St. & Spring Mill Rd.	6,877 sq. ft.	
*136th St. & Towne Rd.	5,026 sq. ft.	
141st St. & Ditch Rd.	4,623 sq. ft.	
141st St. & Spring Mill Rd.	4,130 sq. ft.	
Oak Ridge Rd. & Adios Pass	4,305 sq. ft.	
Oak Ridge Rd. & Bennett Rd.	4,564 sq. ft.	
New RAB Landscape Area for 2010	20,117 sq. ft.	(0.46 acres)
Total Area for All RAB:	124,190 sq. ft.	(2.85 acres)

CONTRACTOR PRICES FOR PLANTING REPLACEMENT PLANTS

CONTRACTOR WILL GIVE PRICES FOR REPLACEMENT OF PLANT MATERIALS WHICH HAVE DIED DUE TO CONDITIONS BEYOND CONTRACTOR'S CONTROL. PLANTINGS WILL BE TO THE CITY'S SPECIFICATIONS FOR EACH TYPE OF PLANT. THIS PRICE IS FOR THE PLANTING ONLY – IT DOES NOT INCLUDE THE PRICE OF THE PLANT. PLANTS WILL BE PROVIDED BY THE CITY OR PURCHASED SEPARATELY FROM THE CONTRACTOR. PRICES FOR THESE PLANTINGS SHOULD BE FOR THE FOLLOWING SIZE PLANTS AND LISTED AS PER EACH:

<u>PLANT SIZE</u>	<u>PLANTING PRICE PER PLANT</u>	<u>QUANTITIES OF 25(+)</u>
1 GALLON		
2 GALLON		
3 GALLON		
5 GALLON		
BARE ROOT PERENNIALS		
10 GALLON		
15 GALLON		
1" B & B		
1 ½" B & B		
2" B & B		
2 ½" B & B		
3" B & B		

APPENDIX A

PROJECT: Maintenance for Landscaped Areas of Roundabouts & Medians

WORK: As described by the Project plans and Contract Documents including,
but not limited to:

Provide ground care and maintenance for the rights-of-way, landscape easements and medians of the following:

Roundabout at 96th Street and Ditch Road	2,826 Sq. Ft.
Roundabout at 96th Street and Spring Mill Road	2,890 Sq. Ft.
Roundabout at 96th Street and Westfield Boulevard*	9,723 Sq. Ft.
Roundabout at 103rd Street and Pennsylvania Street*	4,298 Sq. Ft.
Roundabout at 106th Street and Gray Road	4,298 Sq. Ft.
Roundabout at 106th Street and Pennsylvania Street*	4,069 Sq. Ft.
Roundabout at 106th Street and Spring Mill Road	2,921 Sq. Ft.
Roundabout at 116th Street and Clay Center Road*	3,207 Sq. Ft.
Roundabout at 116th Street and Ditch Road	196 Sq. Ft.
Roundabout at 116th Street and Illinois Street	2,636 Sq. Ft.
Roundabout at 116th Street and Shelborne Road*	11,748 Sq. Ft.
Roundabout at 116th Street and Spring Mill Road	2,039 Sq. Ft.
Roundabout at 126th Street and Hazel Dell Parkway	2,826 Sq. Ft.
Roundabout at 126th Street and Illinois Street	3,214 Sq. Ft.
Roundabout at 126th Street and Towne Road*	2,945 Sq. Ft.
Roundabout at 131st Street and Clay Center Road	4,822 Sq. Ft.
Roundabout at 131st Street and Ditch Road	4,522 Sq. Ft.
Roundabout at 131st Street and Hazel Dell Parkway	2,826 Sq. Ft.
Roundabout at 131st Street and Illinois Street*	4,718 Sq. Ft.
Roundabout at 131st Street and Spring Mill Road*	4,904 Sq. Ft.
Roundabout at 131st Street and Towne Road*	2,993 Sq. Ft.
Roundabout at 136th Street and Ditch Road*	4,900 Sq. Ft.
Roundabout at 136th Street and Oak Ridge Road*	5,144 Sq. Ft.
Roundabout at 136th Street and Spring Mill Road*	6,877 Sq. Ft.
Roundabout at 136th Street and Towne Road	5,026 Sq. Ft.

Roundabout at 141st Street and Ditch Road*	4,623 Sq. Ft.
Roundabout at 141st Street and Spring Mill Road*	4,130 Sq. Ft.
Roundabout at Oak Ridge Road and Adios Pass*	4,305 Sq. Ft.
Roundabout at Oak Ridge Road and Bennett Road*	4,564 Sq. Ft.
TOTAL ROUNDABOUT AREA:	124,190 Sq. Ft.

MEDIANS:

116th Street from College Avenue to Keystone (431) (Includes 3 landscaped medians, 1 curbside area by Greek Tony's Restaurant on 116 th Street, and 2 landscaped areas on 116 th Street and Hwy. 431, north side and south side)	40,088 Sq. Ft.
131st Street from Shelborne Road to Ditch Road	1,416 Sq. Ft.
City Center Road from Carmel Drive to 3rd Avenue	18,437 Sq. Ft.
Ditch Road from 141st Street to 146th Street	2,063 Sq. Ft.
Grande Boulevard E. from Old Meridian to Guilford	21, 776 Sq. Ft.
Illinois Street from 121st Street to 126th Street (Includes wall border bed at Spring Lakes Estates)	7,080 Sq. Ft.
Pennsylvania Street from 106th Street to South of 103rd Street (Includes all divider islands)	13,989 Sq. Ft.
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***Denotes divider island / median / crosswalk plantings included in square footage of roundabout landscaped areas.**

Such Project landscape work will include the spreading of 1,560 yards of brown dyed enhanced hardwood mulch, the pick up and removal of litter, fertilization, herbicide application, chemical control of bagworm insects on trees and shrubs, the control of weeds within the landscaped areas of the aforementioned roundabout, median and curbside areas. Labor, material and equipment will be supplied by CONTRACTOR. CONTRACTOR shall be responsible for the timely and acceptable performance of all work necessary to accomplish the Project described herein.

**OWNER'S
REPRESENTATIVE:**

Dave Huffman
Carmel Street Department
3400 W. 131st Street
Westfield, IN 46074

SAMPLE ONLY

AGREEMENT FOR PURCHASE OF GOODS AND SERVICES

THIS AGREEMENT FOR PURCHASE OF GOODS AND SERVICES ("Agreement") is hereby entered into by and between the City of Carmel, Indiana, acting by and through its Board of Public Works and Safety ("City"), and _____ ("Vendor").

TERMS AND CONDITIONS

1. **ACKNOWLEDGMENT, ACCEPTANCE:**

Vendor acknowledges that it has read and understands this Agreement, and agrees that its execution of same constitutes its acceptance of all of the Agreement's terms and conditions.

2. **PERFORMANCE:**

City agrees to purchase the goods and/or services (the "Goods and Services") from Vendor using City budget appropriation number _____ funds. Vendor agrees to provide the Goods and Services and to otherwise perform the requirements of this Agreement by applying at all times the highest technical and industry standards.

3. **PRICE AND PAYMENT TERMS:**

3.1 Vendor estimates that the total price for the Goods and Services to be provided to City hereunder shall be no more than _____ Dollars (\$_____) (the "Estimate"). Vendor shall submit an invoice to City no more than once every thirty (30) days detailing the Goods and Services provided to City within such time period. City shall pay Vendor for such Goods and Services within sixty (60) days after the date of City's receipt of Vendor's invoice detailing same, so long as and to the extent such Goods and Services are not disputed, are in accordance with the specifications set forth in Exhibit A, are submitted on an invoice that contains the information contained on attached Exhibit B, and Vendor has otherwise performed and satisfied all the terms and conditions of this Agreement. Subject to the above, if an undisputed invoice amount is not paid within sixty (60) days of its receipt by City, then a late charge in a sum equal to one percent (1%) of such amount shall accrue and be due and payable by City to Vendor as a separate debt for each month it remains unpaid.

3.2 Vendor agrees not to provide any Goods and Services to City that would cause the total cost of the Goods and Services provided by Vendor to City hereunder to exceed the Estimate, unless City has previously agreed, in writing, to pay an amount in excess thereof.

4. **WARRANTY:**

Vendor expressly warrants that the Goods and Services covered by this Agreement will conform to the specifications, samples and/or descriptions thereof furnished to Vendor by City and/or by Vendor to and accepted by City, that the Goods and Services will be delivered in a timely, good and workmanlike manner and free from defect. Vendor acknowledges that it knows of City's intended use and expressly warrants that the Goods and Services provided to City pursuant to this Agreement have been selected by Vendor based upon City's stated use and are fit and sufficient for their particular purpose.

5. **TIME AND PERFORMANCE:**

This Agreement shall become effective as of the last date on which a party hereto executes same ("Effective Date"), and both parties shall thereafter perform their obligations hereunder in a timely manner. Time is of the essence of this Agreement.

6. **DISCLOSURE AND WARNINGS:**

When requested by City, Vendor shall promptly furnish to City, in such form and detail as City may direct, a list of all chemicals, materials, substances and items used in or during the provision of the Goods and Services provided hereunder, including the quantity, quality and concentration thereof and any other information relating thereto. At the time of the delivery of the Goods and Services provided hereunder, Vendor agrees to furnish to City sufficient written warning and notice (including appropriate labels on containers and packing) of any hazardous material utilized in or that is a part of the Goods and Services.

7. **LIENS:**

Vendor shall not cause or permit the filing of any lien on any of City's property. In the event any such lien is filed and Vendor fails to remove such lien within ten (10) days after the filing thereof, by payment or bonding, City shall have the right to pay such lien or obtain such bond, all at Vendor's sole cost and expense.

8. **DEFAULT:**

In the event Vendor: (a) repudiates, breaches or defaults under any of the terms or conditions of this Agreement, including Vendor's warranties; (b) fails to provide the Goods and Services as specified herein; (c) fails to make progress so as to endanger timely and proper provision of the Goods and Services and does not correct such failure or breach within five (5) business days (or such shorter period of time as is commercially reasonable under the circumstances) after receipt of notice from City specifying such failure or breach; or (d) becomes insolvent, is placed into receivership, makes a general assignment for the benefit of creditors or dissolves, each such event constituting an event of default hereunder, City shall have the right to (1) terminate all or any parts of this Agreement, without liability to Vendor; and (2) exercise all other rights and remedies available to City at law and/or in equity.

9. **INSURANCE AND INDEMNIFICATION:**

Vendor shall procure and maintain in full force and effect during the term of this Agreement, with an insurer licensed to do business in the State of Indiana, such insurance as is necessary for the protection of City and Vendor from all claims for damages under any workers' compensation, occupational disease and/or unemployment compensation act; for bodily injuries including, but not limited to, personal injury, sickness, disease or death of or to any of Vendor's agents, officers, employees, contractors and subcontractors; and, for any injury to or destruction of property, including, but not limited to, any loss of use resulting therefrom. The coverage amounts shall be no less than those amounts set forth in attached Exhibit C. Vendor shall cause its insurers to name City as an additional insured on all such insurance policies, shall promptly provide City, upon request, with copies of all such policies, and shall provide that such insurance policies shall not be canceled without thirty (30) days prior notice to City. Vendor shall indemnify and hold harmless City from and against any and all liabilities, claims, demands or expenses (including, but not limited to, reasonable attorney fees) for injury, death and/or damages to any person or property arising from or in connection with Vendor's provision of Goods and Services pursuant to or under this Agreement or Vendor's use of City property. Vendor further agrees to indemnify, defend and hold harmless City and its officers, officials, agents and employees from all claims and suits of whatever type, including, but not limited to, all court costs, attorney fees, and other expenses, caused by any act or omission of Vendor and/or of any of Vendor's agents, officers, employees, contractors or subcontractors in the performance of this Agreement. These indemnification obligations shall survive the termination of this Agreement.

10. **GOVERNMENT COMPLIANCE:**

Vendor agrees to comply with all federal, state and local laws, executive orders, rules, regulations and codes, including pesticide application, which may be applicable to Vendor's performance of its obligations under this Agreement, and all relevant provisions thereof are incorporated herein by this reference. Vendor agrees to indemnify and hold harmless City from any loss, damage and/or liability resulting from any such violation of such laws, orders, rules, regulations and codes. This indemnification obligation shall survive the termination of this Agreement.

11. **NONDISCRIMINATION:**

Vendor represents and warrants that it and all of its officers, employees, agents, contractors and subcontractors shall comply with all laws of the United States, the State of Indiana and City prohibiting discrimination against any employee, applicant for employment or other person in the provision of any Goods and Services provided by this Agreement with respect to their hire, tenure, terms, conditions and privileges of employment and any other matter related to their employment or subcontracting, because of race, religion, color, sex, handicap, national origin, ancestry, age, disabled veteran status and/or Vietnam era veteran status.

SAMPLE ONLY

12. NO IMPLIED WAIVER:

The failure of either party to require performance by the other of any provision of this Agreement shall not affect the right of such party to require such performance at any time thereafter, nor shall the waiver by any party of a breach of any provision of this Agreement constitute a waiver of any succeeding breach of the same or any other provision hereof.

13. NON-ASSIGNMENT:

Vendor shall not assign or pledge this Agreement, whether as collateral for a loan or otherwise, and shall not delegate its obligations under this Agreement without City's prior written consent.

14. RELATIONSHIP OF PARTIES:

The relationship of the parties hereto shall be as provided for in this Agreement, and neither Vendor nor any of its officers, employees, contractors, subcontractors and agents are employees of City. The contract price set forth herein shall be the full and maximum compensation and monies required of City to be paid to Vendor under or pursuant to this Agreement.

15. GOVERNING LAW; LAWSUITS:

This Agreement is to be construed in accordance with and governed by the laws of the State of Indiana, except for its conflict of laws provisions. The parties agree that, in the event a lawsuit is filed hereunder, they waive their right to a jury trial, agree to file any such lawsuit in an appropriate court in Hamilton County, Indiana only, and agree that such court is the appropriate venue for and has jurisdiction over same.

16. SEVERABILITY:

If any term of this Agreement is invalid or unenforceable under any statute, regulation, ordinance, executive order or other rule of law, such term shall be deemed reformed or deleted, but only to the extent necessary to comply with same, and the remaining provisions of this Agreement shall remain in full force and effect.

17. NOTICE:

Any notice provided for in this Agreement will be sufficient if it is in writing and is delivered by postage prepaid U.S. certified mail, return receipt requested, to the party to be notified at the address specified herein:

If to City: City of Carmel
One Civic Square
Carmel, Indiana 46032
ATTN: Scott Brewer, Urban Forester
(with a copy to City Attorney,
One Civic Square, Carmel, IN 46032)

SAMPLE ONLY

If to Vendor: Company _____
Address _____
ATTN: _____

Notwithstanding the above, notice of termination under paragraph 18 herein below shall be effective if given orally, as long as written notice is then provided as set forth hereinabove within five (5) business days from the date of such oral notice.

18. TERMINATION:

18.1 Notwithstanding anything to the contrary contained in this Agreement, City may, upon notice to Vendor, immediately terminate this Agreement for cause, in the event of a default hereunder by Vendor and/or if sufficient funds are not appropriated or encumbered to pay for the Goods and Services to be provided hereunder. In the event of such termination, Vendor shall be entitled to receive only payment for the undisputed invoice amount representing conforming Goods and Services delivered as of the date of termination, except that such payment amount shall not exceed the Estimate amount in effect at the time of termination, unless the parties have previously agreed in writing to a greater amount.

18.2 Either party hereto may terminate this Agreement at any time upon thirty (30) days prior notice to the other party. In the event of such termination, Vendor shall be entitled to receive only payment for the undisputed invoice amount of conforming Goods and Services delivered as of the date of termination, except that such payment amount shall not exceed the Estimate amount in effect at the time of termination, unless the parties have previously agreed in writing to a greater amount.

19. REPRESENTATIONS AND WARRANTIES

The parties represent and warrant that they are authorized to enter into this Agreement and that the persons executing this Agreement have the authority to bind the party which they represent.

20. ADDITIONAL GOODS AND SERVICES

Vendor understands and agrees that City may, from time to time, request Vendor to provide additional goods and services to City. When City desires additional goods and services from Vendor, the City shall notify Vendor of such additional goods and services desired, as well as the time frame in which same are to be provided. Only after City has approved Vendor's time and cost estimate for the provision of such additional goods and services, has encumbered sufficient monies to pay for same, and has authorized Vendor, in writing, to provide such additional goods and services, shall such goods and services be provided by Vendor to City. A copy of the City's authorization documents for the purchase of additional goods and services shall be numbered and attached hereto in the order in which they are approved by City.

21. **TERM**

Subject to the termination provisions set forth in Paragraph 18 hereinabove, this Agreement shall be in effect from the Effective Date through December 31 of the year it becomes effective. If the City chooses to renew or renegotiate the contract for another year, it will notify Vendor no later than January 15, of the year following execution of the contract. Vendor will then have the opportunity to renew the contract under the same terms, or submit new terms. If any proposed new terms are not acceptable to the City, in the City's own discretion, it can decline to renew the contract and accept bids for the project.

22. **HEADINGS**

All heading and sections of this Agreement are inserted for convenience only and do not form a part of this Agreement nor limit, expand or otherwise alter the meaning of any provision hereof.

23. **BINDING EFFECT**

The parties, and their respective officers, officials, agents, partners, successors, assigns and legal representatives, are bound to the other with respect to all of the covenants, terms, warranties and obligations set forth in Agreement.

24. **NO THIRD PARTY BENEFICIARIES**

This Agreement gives no rights or benefits to anyone other than City and Vendor.

25. **ADVICE OF COUNSEL:**

The parties warrant that they have read this Agreement and understand it, have had the opportunity to obtain legal advice and assistance of counsel throughout the negotiation of this Agreement, and enter into same freely, voluntarily, and without any duress, undue influence or coercion.

26. **ENTIRE AGREEMENT:**

This Agreement, together with any exhibits attached hereto or referenced herein, constitutes the entire agreement between Vendor and City with respect to the subject matter hereof, and supersedes all prior oral or written representations and agreements regarding same. Notwithstanding any other term or condition set forth herein, but subject to paragraph 16 hereof, to the extent any term or condition contained in any exhibit attached to this Agreement or in any document referenced herein conflicts with any term or condition contained in this Agreement, the term or condition contained in this Agreement shall govern and prevail. This Agreement may only be modified by written amendment executed by both parties hereto, or their successors in interest.

[Remainder of page intentionally left blank]

SAMPLE ONLY

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as follows:

CITY OF CARMEL, INDIANA
by and through its Board of Public
Works and Safety

By:

James Brainard, Presiding Officer
Date: _____

Mary Ann Burke, Member
Date: _____

Lori S. Watson, Member
Date: _____

ATTEST:

Diana Cordray, IAMC, Clerk-Treasurer
Date: _____

By:

Authorized Signature

Printed Name

Title

FID/TIN: _____

SSN if Sole Proprietor:

Date:

EXHIBIT B INVOICE

Date:

Name of Company: _____

Address & Zip: _____

Telephone No.: _____

Fax No.: _____

Project Name: _____

Invoice No. _____

Purchase Order No: _____

			<u>Goods</u>	<u>Services</u>	
Person Providing Goods/Services	Date Goods/ Service Provided	Goods/Services Provided (Describe each good/service separately and in detail)	Cost Per Item	Hourly Rate/ Hours Worked	Total
		GRAND TOTAL			

Signature

Printed Name

EXHIBIT C

INSURANCE COVERAGES

Worker's Compensation & Disability

Statutory Limits

Employer's Liability:

Bodily Injury by Accident/Disease:	\$100,000 each employee
Bodily Injury by Accident/Disease:	\$250,000 each accident
Bodily Injury by Accident/Disease:	\$500,000 policy limit

Property damage, contractual liability, products-completed operations:

General Aggregate Limit (other than Products/Completed Operations):	\$500,000
Products/Completed Operations:	\$500,000

Personal & Advertising Injury

Policy Limit:	\$500,000
Each Occurrence Limit:	\$250,000
Fire Damage (any one fire):	\$250,000
Medical Expense Limit (any one person):	\$ 50,000

Comprehensive Auto Liability (owned, hired and non-owned)

Bodily Single Limit:	\$500,000 each accident
Injury and property damage:	\$500,000 each accident
Policy Limit:	\$500,000

Umbrella Excess Liability

Each occurrence and aggregate:	\$500,000
Maximum deductible:	\$ 10,000